Terms of Reference (ToR) for Designing and Development of Agribusiness & Extension Guide.

CONSULTANCY ASSIGNMENT SUMMARY

Title of assignment	Designing and Development of Agribusiness and Extension Guide
Location of assignment	Awerial County, FCA Field Office, Mingkaman, Lakes State in South Sudan
Reports to	Livelihood Specialist, Finn Church Aid South Sudan
Anticipated start date	10th of December 2026
Duration of contract	20 days excluding weekends

ABOUT FINN CHURCH AID

Finn Church Aid (FCA) is Finland's largest international aid organization with more than 70 years of experience. We specialize in the world's most fragile contexts and work with the most vulnerable people, regardless of their religious beliefs, ethnic background or political convictions. FCA was founded in 1947 to coordinate international aid to Finland from the United States and Sweden after World War II. Finland turned into a provider of assistance in the 1960s, and FCA has grown ever since. FCA was a part of the Evangelical Lutheran Church of Finland's (ELCF) international department until 1995 when FCA became an independent foundation.

In South Sudan, FCA has supported humanitarian and development programs in Sudan since 1972 through local organizations and in 2010, FCA established a local presence in South Sudan by opening an office in Juba. FCA is implementing projects in Jonglei, Western Equatoria, Central Equatoria, Unity and Lake States Focus is on three main thematic areas, Right to Quality Education (R2QE), Right to Livelihood (R2L) and Right to Peace (R2P)

SPECIFIC CONTEXT OF THE ROLE

FCA seeks to engage a dynamic and highly skilled individual consultant/firm to design and develop agribusiness and Extension guide. The Agribusiness and Extension guide will be used by Field Staff, County Agriculture Department, Community Based Agriculture Extension Workers, and Lead Farmers to help transfer acquired knowledge and skills to target Smallholder Farmers in same locality. This consultancy is funded by the Ministry for Foreign Affairs of Finland through intervention "building resilience through sustainable, localized livelihood support and nature-based solutions for early recovery and development to vulnerable communities in Awerial County, South Sudan. The project aims to

contribute to knowledge generation and management and its dissemination to key stakeholders to increase resilience and economic empowerment for target Women and Youth. The target groups include the Smallholder farmers, fisher folks, foresters, SMEs owners, and livestock herders.

The progress towards sustainable positive change, resilient and just societies in fragile contexts require that people's right to engage in and benefit from inclusive and sustainable economic development is enhanced.

Impact: Contribute to social and economic inclusion and empowerment of target women and youth in Awerial County, Lakes State in South Sudan.

The Project outcome includes:

Outcome 1: Enhanced income through agriculture, fisheries and business opportunities for affected communities.

Key expected outputs and deliverables include:

Output 1: Business and small enterprise development and growth promoted.

Output 2: Conservation agriculture and fishing is promoted.

Output 3: Youth aged 15-25 years and other age groups (25 and above) access agricultural, livelihood, technical and vocational education and training.

However, under the supervision of the Livelihood Specialist, the Agribusiness and Extension Consultant will clearly demonstrate professional knowledge and skills in design and layout of contents of Agribusiness and Extension guide. The ensure establishment of demonstration plots for crops, vegetables, tree seedlings production, support agribusiness and small enterprises, fisheries groups establishment and trainings on post-harvest crop handling techniques, fish harvest handling technology-technical trainings. The incumbent will consult with the Livelihood Specialist, Livelihood Officer, and Head of Programs for direction on design and layout contents for technical guide needs identification, design and conduct technical writing to produce final Agribusiness and Extension manual.

SCOPE OF WORK

The incumbent will:

- Conduct preliminary ad hoc women, youth enterprises need for agribusiness, agronomic, horticultural, fisheries and extension knowledge and skills gap.
- Develop a design and layout of Agribusiness extension guide contents and share with Livelihood Specialist for review and technical inputs before kick-off drafting a technical guide.
- Community Engagement, Support Extension Workers to form, establish, organize general assembly meetings with Project Management, Conservation Agriculture Management Committees, and Agribusiness enterprises and VSLA groups.
- Consider basics agriculture extension methods, professional knowledge and skills, extension qualities and its importance, roles and responsibilities, training delivery to target Smallholder farmers, and enterprise owners.

- Smallholder Farmers Agricultural production for field crops, vegetables, agroforestry, and nursery bed management, and post-harvest crop handling techniques.
- Establishment and management of small, and medium enterprises through functional Village Savings and Loan Association groups, investment plan, data tracking, finance report, and cycle closure.
- Climate change adaptation through promotion of conservation agriculture methods, and agroforestry tailor towards lead farmers and County Agriculture Extension Workers adoption.
- Financial literacy, business planning and management skills.
- Develop performance management template to help Extension Agents collect outputs to track progress.

REQUIRED/DESIRABLE EXPERIENCE

- Minimum of a master's degree in Climate Change, Environmental Science, Economics, Agricultural Economics or Agribusiness Management, Agronomy, and Animal Health & Production.
- Professional experience in Agricultural Extension practices in South Sudan.
- Knowledge of good agricultural practices such as Agriculture Extension, Agribusiness Management, agroforestry and conservation agriculture methods, Climate Change Adaptation, Natural Resources Management-woodlot establishment and management.
- Demonstrated experience in applying fishery folks group establishment, value chain development and management.
- Minimum of 5 years' experience in agricultural research and field experimentations.
- Experience of similar work with NGOs and the UN in South Sudan is preferable for this assignment.
- Excellent communication, experimental research and reporting skills, with demonstrated ability to organize training materials for presentation.

Consultancy Competencies

- Focuses on optimizing field crops, vegetable production, sustainable agriculture practices, Agriculture Extension, and Agribusiness and enterprise development.
- Expertise in various aspects of plant biology, soil science, environmental management, fisheries to enhance the efficiency and effectiveness of farming operations.
- Work closely with farmers, agricultural Extension Workers, and County Education Department, Fishery folks to address challenges related to soil health, crop selection, micro-irrigation, pest control, and overall land management, and Value Chain development-market linkages, price information sharing, distribution and marketing.
- Advancing agricultural technology and practices, utilizing scientific research to develop strategies that maximize crop yields while minimizing environmental impact.
- Contribute to the sustainable and responsible use of natural resources (crop husbandry, fisheries, agroforestry, Agribusiness & Extension knowledge and skills), ensuring the long-term viability of

agricultural systems and meeting the local demand for food production in changing climate variables.

- Experience in environmental, Social, and safeguard policy and guidelines

DURATION OF CONSULTANCY

The Consultancy is expected to be carried out over 3 weeks excluding weekends.

SUPERVISION ARRANGEMENTS

The individual consultant will be supervised by the Team Leader and will work closely with the Livelihood Specialist and Head of Programs in Juba.

APPLICATION PROCEDURE

Applicants must submit the following:

- **Technical Proposal and Motivation Letter** describing their interest in the assignment and why they are the most suitable for the work
- **Financial Proposal with breakdown of costs. FCA will withhold 20% of the consultancy fee as per the statutory requirements of the South Sudan taxation law.**
- **Latest personal CV** including experience in similar projects and at least three references
- **PDFs of minimum Professional training reports** that the candidate has written, with description of their responsibilities in the project

Candidates/ consultancy firms meeting the above qualifications, experience and competencies are encouraged to submit their CV, Cover letter and copies of academic documents zipped in one folder by email with the subject "**FCA Consultancy Services for Designing and Development of Agribusiness and Extension Guide**" to the Senior Procurement Officer via procurement.ssuco@kua.fi by midnight of **3rd of December 2026.**

Any proposals received after December 3rd, 2026, will be automatically disqualified and rejected.

"FCA reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders."

Note:

- *FCA has zero tolerance concerning aid diversion and illegal actions and may screen potential applicants, contractors, suppliers, consultants, etc. against international lists to ensure due diligence and compliance with Anti-money laundering and Combating the Financing of Terrorism requirements.*