



CARE International
in Vanuatu
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care.org.au

Terms of Reference: Food processing trainer

Title: Food processing trainer

Location: Tanna

Position reports to: Kelvin Willy, GIVE Team Leader, LSII

Location: Tanna

Timeframe: Max 7 days

About CARE Vanuatu

CARE is an international humanitarian aid organisation fighting global poverty, with a special focus on working with women and girls to bring lasting change to their communities. As a non-religious and non-political organisation, CARE works with communities to help overcome poverty by supporting development projects and providing emergency assistance.

CARE international in Vanuatu has a focus on Gender Equality, Disaster Risk Reduction, Climate Change Adaptation, Agriculture and Water and Sanitation and Hygiene.

Project Context

As part of CARE's Gender Equality program, CARE is supporting Women in rural and remote communities in Tafea to be economically empowered. Leftemap Sista II project works with communities have also been impacted by the impacts of COVID 19 and recent ash fall in Tanna. The project would like to support the women in these communities with skills in preserving food during good times to assist whenever there are shortfalls i.e.; Ash fall.

Some of the food identified to have grown well in these areas were Kumala, Banana, Taro Fiji and Manioc.

To support, the project is then looking for individuals with knowledge and skills on value adding or food preservation methods to deliver a workshop with the women in LSII targeted communities.

Purpose

The objectives of the assignment are:

- Demonstration of value adding and food preservation methods transferred through workshop to approximately 27 representatives of 9 Women's Economic Livelihoods groups (women in Tanna communities)
- Workshop should focus on value adding and food preservation methods for identified crops (Kumala, Banana, Taro Fiji and Manioc)
- Ensure women are empowered with target skills after the training.

Scope, Approach and Methods

The food processing trainer must deliver:

- Workshop (up to 4 days) demonstrating food processing, value adding and preservation methods of specific crops (Kumala, Banana, Taro Fiji and Manioc) and outlining steps to follow for each of the crops identified
- Prepare a short report of the activity at the end (with support from Project team)

Support from Project: Kitchen Utensils, Plastic wraps, Blender, travel (flight and accommodation) costs, provision of the vegetables(Kumala, Banana, Taro Fiji and Manioc) and logistics support. The project will not provide per diems associated with travel as it is expected that consultant rates have considered any additional costs associated with remote delivery in their daily fee rate.

Schedule and Work plan

	Activity	Timeframe•
1	Trainer meets team and completes final preparation for training with team	27 th Sept
2	Trainer delivers workshop in community	28 th -1 st Oct 2021
5	Summary report of the activity with the teams assistance	4 th -6 th October 2021 (excluding 5 October public holiday)

*to a maximum of 7 days

Payment

Payment will be made based on submission of an invoice on signing a contract up to 40% of the value of the services. Final payment up to 60% of the value of the services will be paid upon completion of the services and submission of a report, timesheet and invoice.

Selection Criteria

- Demonstrated skills in delivering Value adding, Food processing and Food preservation workshop to a community group
- Competitive costing (inclusive of all costs associated)
- Understanding of the aid and development sector
- Commitment to CARE's Code of Conduct, including Child Protection and Prevention of Harassment and Sexual Exploitation
- Flexibility to travel to Tanna and work with Community

Expression of Interest

Expressions of Interest should include:

1. A maximum 1-page cover letter including a statement of capability and provide example of one workshop completed.
2. Current CV of the trainer
3. Daily fee rate

Expressions of interest and requests for further information should be submitted to Sylvain Malsungai at the following email address: sylvain.malsungai@careint.org. Applications close **5pm 25 August 2021** (Vanuatu Standard Time).

Approved by: Amy Green, Gender Equality Program Manager