

## ***Aquaponics: Increasing Access to Climate-Smart Agriculture in Jamaica***

### **TERMS OF REFERENCE: Aquaponics Project Manager**

INMED Partnerships for Children, an international NGO, and its local affiliate, INMED Caribbean, are seeking a qualified Project Manager with experience in aquaponics operations, production and workshop training delivery, business planning and operation, and value chain market development to serve in Jamaica for three years. Project responsibilities, qualification requirements, and application instructions are described below.

#### **1. Background**

INMED Partnerships for Children has worked in more than 100 countries since 1986 to mobilize and strengthen multi-sector partnerships that develop comprehensive solutions and innovations for the immediate health and well-being of children and address complex development issues to create opportunities and sustainably break the cycle of poverty. For work in Jamaica, INMED Caribbean is a local not-for-profit, private limited company, duly registered as a Charitable Organization under the Charities Act of 2013, based in Kingston, Jamaica. INMED Caribbean was established in 2010 for the following charitable purposes:

- To promote agriculture, health and educational programs for the benefit of persons living in under-privileged and vulnerable communities in Jamaica.
- To promote improved technologies and initiate programs for increased agricultural production, sustainable food security and climate change adaptation in Jamaica.
- To promote the transfer of best practices from developed and developing countries to Jamaica and to provide infrastructural support within schools and communities for agricultural production.
- To carry out other charitable activities of INMED Partnerships for Children, Inc. (“INMED HQ”) geared toward assisting children and families in need globally.

Since its inception, INMED Caribbean has successfully implemented programs throughout Jamaica. INMED Caribbean recently completed island-wide implementation of an innovative agriculture program based upon aquaponics as a climate-adaptive technology to address the local challenges of income generation, food security and climate change, which was financed by the United States Agency for International Development (USAID) and the United Nations Environment Program and Danish Technical University Partnership (UDP).

INMED Caribbean recently was awarded a new grant from the Multilateral Investment Fund (MIF) of the Inter-American Development Bank (IDB) to expand the adoption of aquaponics technologies, access to financing, and market development to small and medium-sized farmers in Jamaica through a project named “Increasing Access to Climate-Smart Agriculture in Jamaica” (“the Project”). The Project will provide access to training and technical assistance, secured markets and sources of financing for entrepreneurs to start and operate a successful aquaponics business.

## 2. Position Overview

INMED requires a Project Manager with education and experience in aquaponics technologies, with leadership, teamwork and workshop delivery skills and experience developing market links, in addition to dedication to improving the lives of underserved populations. This consultancy will provide training-related services to build capacity of local trainers, agricultural extension agents and other technical assistance providers, as well as entrepreneurs starting up micro-, small- and medium-size enterprises (MSMEs). With training and capacity building provided to these audiences, aquaponics will become a more accessible and common form of agriculture for small-scale farmers and other entrepreneurs, building resilience and sustainability in the agricultural sector and strengthening economic conditions in general in Jamaica and the Caribbean.

The objective of this consultancy is to provide project management services, including technical leadership, stakeholder engagement, and aquaponics training-related services to farmers in support of the INMED Caribbean Project. Training-related activities will include participation in the development and implementation of online training modules, leadership of workshop curricula development and demonstration site visits/training to build capacity of local trainers and aquaponics entrepreneurs/MSMEs, and to establish sustainability of the Project. The Consultant will be part of a dynamic and dedicated team of technical, field and headquarters professionals who will be responsible for the successful implementation and outcomes of the Project and for building the local capacity of INMED Caribbean to support additional projects in the future.

## 3. Duties & Responsibilities

The specific activities of the consultancy position are as follows:

- Interact and coordinate with INMED and consultants to provide technical content for development of online training modules, assisting in the development and implementation of an online training program to build technical and business skills and pre-qualify entrepreneur candidates for loans to start an aquaponics MSME.
- Develop training workshop curricula, including slide presentations, online training module follow-up activities, interactive education and testing materials, and on-site demonstrations to be delivered to trainers, extension agents, farmers and other entrepreneurs.
- Assist with the development of demonstration training centers, including coordination with site managers and operators for existing aquaponics systems as well as establishing a new university-based system, which will be the focal point for hands-on training and technical assistance.
- Deliver training workshops, seminars and hands-on technical assistance to address common MSME problems and technical needs such as troubleshooting potential fish and vegetable production issues, and ensuring the transfer of knowledge to local counterparts.
- Coordinate with INMED managers from headquarters, local INMED technical and administrative staff, local vendors, site operators, workshop participants and other stakeholders throughout the project to ensure efficient and effective outcomes.
- Assist INMED in coordinating with financial actors, institutions and other stakeholders in Jamaica to unlock future financing by the Development Bank of Jamaica and other financial entities.
- Work with stakeholders to educate and develop input suppliers, market buyers and financing institutions agreements, as well as to prepare for program expansion regionally.
- Assist in developing and implementing a monitoring and evaluation protocol to track progress and to document and report on project impact.

#### 4. Expected Outputs / Deliverables

Activities will include the following deliverables/expected outputs:

- Online training modules, including pilot testing and program roll-out, on aquaponics operations, business planning and marketing, and financial management
- Workshops, including curriculum and training materials, for trainers and entrepreneurs (several repeated multi-day workshops with classroom and hands-on training annually)
- Demonstration site management and visits for trainees and other participants
- Reports of activities, including workshop participation, monitoring and evaluation data collection and analysis and market development.

#### 5. Characteristics of the Consultancy

Duration and dates: The Consultancy will cover a period of three (3) years from initiation of the contract, expected to begin in July 2017.

Venue: The Consultancy will be based in Kingston, Jamaica, at the offices of INMED Caribbean. Work will entail travel throughout Jamaica; as such, residency in Kingston is not a requirement. Consultant should, however, have a valid driver's license and/or ability to obtain one within Jamaica.

#### 6. Minimum Qualification Requirements

The Consultancy requires an individual who has:

- Master's degree in a discipline related to sustainable agricultural systems, such as aquaculture, permaculture, aquaponics or similar discipline.
- Experience with the design, building, maintenance and business development of aquaponic systems.
- Experience developing the capacity of emerging market stakeholders through 1) interactive aquaponics training, 2) development of protocols for crop production, management practices and data collection, and 3) design and delivery of related training workshops that successfully transfer knowledge.
- Experience collecting and analyzing data, tracking project design, budgets, implementation, monitoring and evaluation data to fulfil the requirements of targeted outcomes and impact reporting.
- Ability to liaise with government ministries, implementing partners, counterpart donors and marketing and outreach teams to promote the project, develop value chain partners and to obtain maximum benefit and efficient use of resources in the implementation of the project.
- Experience in agricultural commercial business preferable and knowledge of aquaponics farming in a commercial context essential.
- Work experience in emerging markets, preferably some experience in working within the commercial agriculture context in these markets.
- Fluent English (spoken and written).
- Training and demonstrable experience in agricultural finance schemes preferable.

## 7. Compensation

The Consultant will be compensated monthly, commensurate with qualifications and experience.

When the Consultant is required to travel domestically, expenses will be covered/reimbursed by INMED Caribbean. Any other business-related expenses that are incurred in performing Consultant's duties will be reimbursed to Consultant monthly, if said expenses have been approved in advance by headquarters managers.

## 8. Application Requirements

The following information is required in writing for the applicant's bid for this consultancy:

- **Cover Letter:** A cover letter expressing interest and qualifications for this position, as described above.
- **Personnel Statement and Qualifications:** A resume, CV or other description of qualifications for this position, including academic qualifications, years of professional experience, number of years of specific experience in related projects, and other justifications.
- **References:** Three (3) names and email addresses are required of references who can speak to the applicant's technical capabilities of previous work of a similar nature. These references should be familiar with the applicant's leadership, technical and communication skills, but also general work ethic, professionalism and ability to lead, complete tasks and deliverables on schedule and within budget.

Any inquiries and required application information should be submitted to: [contact@inmed.org](mailto:contact@inmed.org)