



TERMS OF REFERENCE

Job Title:	International Consultant to deliver TRAINING on FRUIT HARVESTING – key element for quality assurance
Duty Station:	Home based, with travel to Moldova to deliver the training
Project Reference:	Improving Trade and Productive Capacities of Moldovan Fresh Fruit Producers
Type of Contract:	Individual Contract (IC)
Duration of Assignment:	Up to 3 working days for preparatory activities, 2 working days to deliver the training, and up to 2 working days for follow-up activities

Background:

The “Improving Trade and Productive Capacities of Moldovan Fresh Fruit Producers” project is funded by the Aid for Trade regional initiative and implemented by the United Nations Development Programme in Moldova, in collaboration with Moldovan Investment and Export Promotion Organization (MIEPO). The project helps fresh fruit producers and exporters to improve their international competitiveness and market access externally, both in the CIS and in the EU markets. The Project focuses on the promotion and pilot implementation of new technologies and practices that have the greatest potential to address the needs of the fresh fruits sector in terms of (1) improving product quality, (2) insuring product safety, (3) reducing unit costs and (4) increasing product shelf life. At same time, it provides tailored trainings on various topics that will contribute to better implementation of modern technologies, increased export capacities and knowledge of foreign markets, improved communication and negotiation skills, among others. It also supports the producers and exporters to participate to international and regional trade fairs and exhibitions, so that to promote local produce and get into direct contacts with producers and exporters of similar commodities and technologies from other countries and regions.

In order to meet its overall goal, the Project announces a competition for individual international expert able to deliver tailored trainings on the topic “Fruit harvesting – key element for quality assurance”, to be based on the European or international best practices, by using and adapting modern teaching curriculum and combining theoretical session with fully or partially demonstrative sessions.

Objective:

The objective of this consultancy service is to select and hire independent international consultant to develop new or adapt existing teaching module on fruit harvesting and train Moldovan producers and exporters in fresh fruits on respective topic. Training shall be tailored to the needs of the local producers and include theoretical and demonstrative sessions. The trainer shall take into

consideration the best available regional or international teaching/training practices in the field and rely on well-structured teaching modules and materials.

Scope of work and expected output:

In order to achieve such objective the consultant shall:

- Develop new or adapt existing training module on the topic “Fruit harvesting – key element for quality assurance” (the training module shall comprise all teaching materials needed to conduct the training and, upon necessity, list of training materials for demonstrative purposes);
- Share the training module with the Project and incorporate relevant comments and suggestions, so that to fully reflect the needs of the producers/members of the client associations;
- Develop the final version of all training materials needed to conduct the training, both its theoretical and demonstrative parts;
- Develop the list of training materials for the demonstrative sessions and undertake, in close collaboration with the Project, the sourcing of such materials on the regional market, ideally on the Moldovan market;
- Provide the training session in line with the time schedule agreed with the Project; ensure that the training is conducted at highest standards and collect feedback from the participants;
- Report on the conducted training and eventually fine-tune the teaching materials that will ultimately rest with the client associations and members;
- Actively participate in undertaking all needed logistical arrangements, so that to ensure qualitative training and consistent follow-up.

The theoretical module of the training shall include, but not limited to such topics:

- Basics of modern harvesting of apples, cherries and plums
- Peculiarities of harvesting for each of the above commodities separately
- Key factors for high quality products during the harvesting period
- Techniques to determine optimal period for fruits harvesting, by each commodity
- Harvesting rules for each commodity
- Demonstrative exercises.

Practical module and simulation exercises shall be described in details by the consultant in his/her technical offer.

Generic deliverables:

	Deliverable	Timetable
1.	Draft training module developed and shared with the Project and client associations; list of needed demonstrative materials developed and shared; needed sourcing of such materials performed on the regional, ideally local market	At least 2 weeks before the scheduled date for training
2.	2 1-day training sessions provided to the clients Tentative locations of the training: Briceni and Edinet (northern part of Moldova) Estimated number of participants for each training: 20 people	mid October - mid November, 2013
3.	Report on conducted training session, ensure consistent evaluation and follow-up, and deliver the fine-tuned final training	Within 2 weeks after the completion of the training

	module to the Project	
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Note: Deliverables are subject to amendment based on eventual further consultations with client associations; further guidance and amendment of the deliverables may be undertaken during the assignment, as needed and discussed.

Organizational Setting:

The international consultant will work under the supervision of the Project Manager. Contractor will work outside the project office. The Project and the client associations will offer logistical support for the implementation of all training activities.

Inputs:

The Project personnel will provide the consultant with the necessary information and materials for the fulfillment of tasks and will provide support in facilitation of the necessary meetings. The Project will also offer templates for the reporting on training activities.

Qualifications:

Education:

- University degree in Agronomy, Horticulture and/or other relevant fields. Post graduate education will be considered as a strong asset;
- National or international certification(s) in training or ToT(s) is a strong asset.

Experience and Skills:

- Proven extensive experience (at least 5 years) in the implementation/administration of training activities for producers and exporters in fresh fruits; minimum 3 years of proven experience in trainings on the training topic;
- Proven extensive knowledge of the advanced technologies and equipments in fresh fruits production and export promotion;
- Skills in delivering high-standard trainings tailored to the specific needs of the target audience; flexibility and creativity in delivering trainings and seminars;
- Developed skills in communication with various stakeholders in private sectors;
- Excellent skills in organizing and coordinating training activities;
- Proficiency in written and spoken English. Knowledge of the Romanian and/or Russian will be a strong asset.