

GOVERNMENT OF THE COMMONWEALTH OF DOMINICA

**ENHANCING SUSTAINABILITY AND RESILIENCE OF THE AGRICULTURE SECTOR IN
THE COMMONWEALTH OF DOMINICA PROJECT**

DRAFT TERMS OF REFERENCE

AGRO-PROCESSING SPECIALIST

1. BACKGROUND

1.01 Climate Change (CC) and disaster impacts pose significant threats to Dominica's agricultural sector, undermining its stability and sustained productivity. There is also increasing concern with the differential impact of CC and disaster risks on the lives and livelihoods of women, men, and their families, increasing the vulnerability of poor households. The country's economy relies heavily on tourism and agriculture, making it vulnerable to economic shocks and climate-related disasters such as those resulting from tropical storms, hurricanes, and floods. The increasing frequency and severity of extreme weather events, along with recurrent CC impacts, are causing significant damage to crucial agricultural infrastructure and devastating crop production areas. This, in turn, undermines the stability and sustained productivity of the agriculture sector and, consequently, threatens Dominica's food security. The agriculture sector plays a critical role in Dominica's economy, contributing 16 percent (%) to the country's gross domestic product in 2022 and employing around 25 - 40% of the workforce. The sector has always been very important for Dominica, determining food and nutritional security outcomes and representing a key driver of economic activity.

1.02 The climate and disaster risks mentioned above can be better managed. Vulnerability assessments, hazard mapping, disaster risk management and adaptation measures, need to be better implemented to address these risks. Improved coordination and collaboration between community disaster organisations are also needed, including preparedness and response and mitigation capacity among public, private, and civil sector entities for local level management and response. Amidst pressing challenges related to climate and disaster risks, food inflation, and fiscal constraints, the Government of the Commonwealth of Dominica aspires to become the world's first climate-resilient nation. This ambitious vision is outlined in the National Resilience Development Strategy 2030 and the Climate Resilience and Recovery Plan, led by the Climate Resilience Execution Agency of Dominica. Achieving climate resilience necessitates securing financial resources for government services, productive sector investments, and post-disaster recovery.

1.03 Against this background, Dominica has obtained a grant from the Caribbean Development Bank for a technical assistance (TA) project to help address some of the pressing challenges confronting the country's agricultural sector. As designed, the TA project will foster positive transformation in the sector by improving agricultural practices, embracing climate-resilient technologies, and enhancing resilience building efforts.

1.04 The project is now seeking a consultant to prepare an agro-processing policy and action plan.

2. OBJECTIVE

2.01 The objective of the consultancy is to prepare a comprehensive agro-processing policy and action plan aimed at enhancing the efficiency, competitiveness, and sustainability of the agro-processing sector.

3. SCOPE OF SERVICES

3.01 The following are the main activities of the consultancy:

- (a) Desk Review of Agro-Processing Status: Conduct a comprehensive desk review of the current status of agro-processing in Dominica, focusing on its role in the agriculture sector, supply chains, sub-sector contributions, export performance, institutional arrangements, and key stakeholders.
- (b) Assessment of Existing Policies and Regulations: Evaluate the existing policies, regulations, and incentives related to agro-processing, including standards for safety, health, environment, and product quality.
- (c) Stakeholder Consultations: Engage with stakeholders, including the Ministry of Blue and Green Economy, Agriculture and National Food Security, agro-processors, exporters, and other relevant entities to understand the issues, challenges, and growth opportunities within the sub-sector.
- (d) Stakeholder Mapping and Gap Analysis: Assess and map the stakeholders involved in the value chain for main processed products. Identify gaps and document good practices within the value chain.
- (e) Policy Design and Development: Develop a policy aimed at strengthening the food value chain, improving quality standards, enhancing distribution networks, expanding access to export markets, and boosting the socio-economic resilience of Dominica. The policy should support greater compliance with regional and international market requirements and certification schemes such as Good Agricultural Practices (GAP) and Good Manufacturing Practices (GMP). The policy should also incorporate sustainable practices and environmental considerations.
- (f) Promote inclusive growth by addressing the needs and potential contributions of small scale processors, women, and marginalised groups. Ensure the policy aligns with national development plans, regional agricultural strategies, and international commitments.
- (g) Facilitate coordination with other relevant policies and programs to achieve cohesive and integrated sector development.
- (h) Implementation Roadmap: Prepare a detailed roadmap for the implementation of the new agro-processing policy, including specific actions, timelines, responsible parties, and required resources.

4. QUALIFICATIONS AND EXPERIENCE

4.01 The ideal candidate for the position of Agro-Processing Specialist should possess the following qualifications and experience:

- (a) A Post Graduate Degree in a relevant sector (such as agriculture, business management, water resources management, natural resources management, environmental management, or a related discipline).
- (b) 3 Experience in preparing or reviewing agricultural sector policies.
- (c) At least five years of experience in the agro-processing sub sector, particularly in the Caribbean is considered an asset
- (d) Solid understanding of the main challenges of the agricultural sector and agricultural stakeholders in Caribbean countries and the role of different actors.
- (e) Familiarity with key stakeholders involved in the agriculture sector or agro-processing in Dominica would be an advantage.
- (f) Proven track record in producing high-quality technical reports.
- (g) Strong organisational and leadership skills, with the ability to manage multiple tasks and stakeholders simultaneously.
- (h) Excellent presentation skills with written and oral communications are desired.
- (i) Excellent communication and interpersonal skills, with the ability to engage and collaborate with diverse stakeholders.
- (j) Proficiency in English.

5. REPORTING AND DELIVERABLES

5.01 The Consultant will report to the Project Coordinator and is required to deliver:

- (a) Inception Report including work plan.
- (b) Draft Report on sub-sector, policy review and consultations with stakeholders.
- (c) Final Report on sub-sector, policy review and consultations with stakeholders
- (d) Prepare draft recommendations for a comprehensive national agro-processing policy and review in a consultation workshop with key stakeholders.
- (e) Prepare final Policy and Implementation Roadmap taking account of consultation feedback.

6. DURATION

6.01 The duration of the consultancy services is expected to be approximately 25 working days over a period of three months.