



Food and Agriculture Organization of the United Nations

Project Inception Report Consultant- Kelud

The 2014 Kelud volcanic eruption in East Java Province had affected as many as 201,228 people or 58,341 household from 35 villages located in nine sub-districts in Kediri, Blitar and Malang within 10 KM radius and caused severe damages to the agricultural and livestock sector.

As a response to the recovery needs, FAO and UNDP under United Nations Joint Programme (UNJP) has initiated support to Mount Kelud Post-Eruption Recovery Programme. The Programme is funded by New Zealand Aid and channeled through Indonesia Multi-Donor Fund Facility for Disaster Recovery/Indonesia Disaster Fund (IMDFF-DR/IDF).

The Joint programme outcome is to build back better livelihoods of communities affected by the Mt Kelud eruption and to strengthen the capacity of GOI national and local government agencies to coordinate and implement gender sensitive, pre and post disaster recovery planning processes and practices based on disaster risk reduction principles.

The output of the programme will be following:

1. The capacities of national and local authorities to coordinate post post-disaster early recovery and recovery measures are strengthened.
2. The capacities of national and local authorities to plan and implement post-disaster recovery activities are strengthened.
3. Rapid restoration of livelihoods and development of economic opportunities.
4. Risk-reduction principles incorporated in recovery measures.
5. Output 1 and 2 will be coordinated under UNDP, while FAO coordinates output 3 and 4.

Objectives:

During the inception phase of the project, the Project Inception Report Consultant will develop an Inception Report that incorporates the results of the baseline survey, a monitoring and evaluation framework, a risk management plan, and necessary adjustment in the logical framework.

He/she will undergo below range of activities:

- Conduct baseline survey to provide baseline data and identify appropriate program intervention and its activities and performance indicators at output and outcome level using a range of methodologies including: desk study review, key informant interview, focus group discussion and field survey.
- Make sure that relevant baseline data are collected during the baseline survey;
- Establish clear identification of targets beneficiaries at output and outcome level;
- Setting up a Results-Based Monitoring and Evaluation framework, complete with budget and data collection and analysis plan;
- Prepare the inception report and submit the final inception report in collaboration with the National Project Managers
- Conduct inception workshop to identify key counterparts from local communities, local CSO, and government entities
- Perform other related activities as required in regards to the project inception.

Scope of Work:

The incumbent area of work will work in the affected Mt. Kelud post-eruption areas including: three sub-districts in Blitar, four districts in Kediri, and two districts in Malang. He/she will work under the overall supervision of FAO Representatives in Indonesia, with direct supervision from Assistant – FAO Representative (Programme), in technical coordination with International Operation Officer, and in collaboration of relevant UNJP personnel.

Deliverables:

- Inception proposal completed within four days and consist of assignment agreed by UN joint team. The proposal should include detailed methodology instruments (FGD questions, questionnaires, budget, and work plan). He/She may suggest adjustments to the instruments based on needs assessment.
- First draft of Inception Report: submitted to UNJP team and presented to IDF for necessary feedback.
- Full Final Inception Report: should be provided in English.

Qualifications

Minimum Requirements

- Advanced University degree in relevant field
- Seven years of relevant experience in Monitoring and Evaluation.
- Knowledge in post-disaster livelihoods recovery; policy making in regards to post-disaster rehabilitation and reconstruction; and sufficient knowledge in agriculture and livestock sector preferable.

Selection Criteria

- Extent of knowledge in M&E
- Experience in preparing and organizing baseline surveys
- Capacity to conduct field M&E activities
- Extent and relevance of experience in the formulation of logical frameworks, M&E Frameworks and designing M&E action plans
- Demonstrated ability to communicate clearly and concisely both orally and in writing
- Demonstrated ability to work effectively in a multidisciplinary team and in a multicultural environment
- Excellent communication, writing and presentation skills in English
- Planning, organizational ability and knowledge in preparing meetings and workshops

Expected Output

1. Work plan and research instrument is submitted and agreed
2. Draft of Inception Report submitted for potential feedback
3. Final Inception Report submitted

Required completion date:

1. Third (3rd) day after contract signed and initial meeting conducted.
2. Twentieth (20th) day after contract signed.
3. Thirtieth (30th) day after contract signed

Duty station: Kediri, East Java

Duration: 30 days

GENERAL NOTE TO ALL APPLICANTS:

Interested candidates should submit a CV and a covering letter clearly stating their relevant skills, experience, vacancy and reference code by e-mail to:

E-mail: FAO-ID@fao.org

Submission DEADLINE: 31 January 2015

FAO regrets to inform applicants that only short-listed candidates will be contacted.