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**WINROCK**  
INTERNATIONAL

**USAID-Funded  
John Ogonowski and Doug Bereuter Farmer-to-Farmer Program  
F2F for AET**

**Request for Technical Assistance  
Scope of Work Outline**

**Title:** Training of Trainers in Gender Mainstreaming with Local NGO Field Staff in Kindia Region  
**Assignment Number:** GUI109

**Date SOW sent to HQ:**2/17/2014

**Assignment Site(s):** Kindia – Guinea

**Host1 Information**

Host Country Organization Name: <b>Farmers Supporting Network (SARA)</b>			Address: Quartier Caravansérail, BP : 50 Commune de Kindia Guinea		
Telephone Number:	+224 622 67 06 80 +224 628 74 59 26 +224 631 29 79 41	Email Address:	<a href="mailto:sarahorizon2012@yahoo.fr">sarahorizon2012@yahoo.fr</a>	Website:	<u>N/A</u>
Primary Contact Name: Seydouba Hawa Sylla			Secondary Contact Name: Yaya Bangoura		
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Gender:Male			Gender:Male		
Email Address: <a href="mailto:sarahorizon2012@yahoo.fr">sarahorizon2012@yahoo.fr</a>			Email Address: <a href="mailto:yayahbangoura@yahoo.fr">yayahbangoura@yahoo.fr</a>		
Host Type: <b>Non-Profit, Public Interest NGOs</b>					
Have we worked with this host before? No					

**Host2 Information**

Host Country Organization Name: <b>Guinean Network for Animal Traction – Integrated Development (RGTA-DI)</b>			Address: Quartier Féréfou, BP : 148 Commune de Kindia Guinea		
Telephone Number:	+224 622 84 51 95 / +224 631 78 78 64	Email Address:	<a href="mailto:rgtadi@yahoo.fr">rgtadi@yahoo.fr</a>	Website:	<a href="http://www.rgta-di.org">www.rgta-di.org</a>
Primary Contact Name: Abdoulaye Camara			Secondary Contact Name: Almamy Sékou Soumah		
Phone: +224 622 84 51 95			Phone: +224 631 78 78 64		
Title: Coordinator			Title: Technical officer		
Gender: Male			Gender: Male		
Email Address: <a href="mailto:ablocamara10@yahoo.fr">ablocamara10@yahoo.fr</a>			Email Address: <a href="mailto:soumahalmamysekou@yahoo.fr">soumahalmamysekou@yahoo.fr</a>		
Host Type: <b>Non-Profit, Public Interest NGOs</b>					
Have we worked with this host before? No					

**Are there local partner organizations collaborating on this assignment?** No

Partner Country Organization Name:			Address:		
Telephone Number:		Email Address:		Website:	
Primary Contact Name:			Secondary Contact Name:		
Phone:			Phone:		
Title:			Title:		
Gender:			Gender:		
Partner Type:					
Have we worked with this partner before?					

**Assignment Classifications**

**Please select one of the Types of Volunteer Assistance (required):**

- Organizational Development

**Please select one of the Commodity Chain Activities involved in this assignment (required):**

- Information and Input Support Services (areas as extension services, input supplies, veterinary services)

**Country F2F Project:**

- Informal AET

**Focus Area (required):**

- Gender

**Assignment Information**

**Number of Volunteer Experts Requested: 1**

**Expertise of Volunteer Experts Requested:**

For this assignment implementation, F2F/AET program Guinea is seeking an expert with 10 years of experience in gender inclusion in all steps of agricultural project design, implementation, and follow up. The potential volunteer must have knowledge, skill and tools for gender inclusion in agricultural project process (design, planning, implementation, management and follow up). Strong knowledge in West African culture and specifically Guinean will be a great asset.

As Guinea is French speaking country, fluency in French writing and speaking will be helpful. However, the Winrock office will provide a translator to ease communication between the volunteer and the hosts and partner.

**Suggest previous volunteers or EOAs that potential recruits should contact for relevant information:** Anais Troadec

### **Duration and Dates of Assignment (including travel):**

This assignment requires three weeks including four (4) days of International travel from/to USA, one (1) day for the volunteer's briefing in WI Guinea Office, one (1) day for travel to Kindia, one (1) day for Introduction to USAID Guinea, ten (10) days of training workshop/field work with the hosts, and two (2) days for End of Assignment report writing.

This assignment implementation is suggested for the months of April or May 2015.

### **Executive Summary:**

Winrock International is seeking an experienced volunteer to provide Training of Trainers in gender mainstreaming in the agricultural sector for two local NGOs (SARA and RGTA-DI) in Kindia region in Guinea.

These two NGOs are supporting farmer's organizations (individual farmers, farmer's groups, unions and federations) in three regions in Guinea (lower Guinea, central Guinea and Upper Guinea) to improve their organizational capacity and increase their productions and marketing. Most often, the two NGOs hire graduated youth from AET institutions (ENAE and ISAV), yet these graduates are poorly skilled in agricultural enterprise development and management, and thus, many farmers' organizations are under-developed and are struggling to make a profitable business. Furthermore, there are not enough women within NGO field staff and agricultural enterprises. Many efforts have been made towards women's inclusion, but gender mainstreaming still remains to be improved. For these reasons, the two local NGOs are committed to strongly consider gender inclusion in all activities for gender equity and sustainability.

### **Background and host 1 Organization Profile: SARA**

Farmers Supporting Network (SARA) is a Non Government Organization (NGO) created in December 9<sup>th</sup> 1998, by decision No A / 2000 / 749 / MATD /CAB /SACCO. It has 63 members (including 43 women). This NGO is governed by an Executive Board of 11 members (9 women), the number of employees is 22 (4 women). The current partners of SARA are: TRIAS, UNDP, European Union, African Bank of Development (BAD), FAO, DVV International, AFD, NEPAD and FIDA. SARA works also with private farmers, groups of producers, union and federations in Lower guinea (Dubreka, Coyah; Forecariah, Kindia, Boffa, Fria, Téliimélé and Boké) and Central Guinea (Dalaba and Pita).

SARA is a local NGO specifically dedicated to support women farmer organizations to increase their income, level of literacy and decision making, while contributing in food security achievement. The main objectives of SARA is building capacity of women family farms to increase their productions and improve access to markets. In addition SARA is making much effort in women alphabetization, decision making and motivate women in agricultural enterprises development. The main sub sectors targeted by SARA supported organization are; rice, horticulture, peanut and palm oil.

SARA field staff benefited from several training sessions; among others we can list: enterprise management, rural communication techniques and monitoring and evaluation.....etc.

### **Background and Host2 Organization Profile: RGTA-DI**

The Guinean Network for Animal Traction – Integrated Development (**RGTA-DI**) is a Non Government Organization (NGO) created in December 11<sup>th</sup> 1991, by decision No 14 / 0588 /MIS /DND /SCID of January 31, 1995. It has 70 members (including 29 women). NGO is governed by an Executive Board of

9 members (women), the number of employees is 39 (6 women). RGTA is supporting 73 farmers groups (including 48 women groups) The RGTA is collaborating with following partners: TRIAS, FBS (Belgium), European Union, African Bank of Development (BAD), FAO and Guinean Government. RGTA-DI works also with private farmers, group of producers, union and federations in Lower Guinea (Dubreka, Coyah, Forecariah, Kindia, Boffa and Boké) Upper Guinea (Dabola and Dinguiraye) and Central Guinea (Dalaba).

The objectives of the RGTA are building capacity of farmers organizations to insure food security, income generation through the promotion of animal traction and environment protection. In addition to that , RGTA -DI is organizing producers and train them for sustainability. The main sub sectors targeted by RGTA-DI activities are; rice, horticulture, peanut and integration agriculture and livestock.

RGTA field staff benefited from several training sessions; among others we can list: data collection, Human Resource Management, crops production technique, integrated land management, report writing technique...etc.

### **Objectives of the Assignment:**

The main objectives of this assignment are:

- 1) To assess the SARA and RGTA-DI NGOs field staff level in term of gender mainstreaming.
- 2) Support to identify the main constraints in gender inclusion affecting implementation of rural activities.
- 3) Provide Training of Trainer’s sessions in gender mainstreaming, particularly to promote economic development.
- 4) Provide SARA and RGTA-DI field staff with appropriate tools and skills to identify opportunities and strategies for gender inclusion. The volunteer will also provide the field staff with appropriate management tools (guide).

### **Tasks to be performed:**

To achieve the above-stated objectives, the following activities will be undertaken:

- 1) Assess current situation of SARA and RGATA-DI about gender inclusion in activities;
- 2) Develop and deliver training package on gender mainstreaming in farm activities;
- 3) Provide appropriate management tools and skills for gender inclusion in all activities (identification of opportunities, project designing, implementation and follow up);
- 4) Provide relevant recommendations and suggestions based on discussions and training.
- 5) Provide training tools (guide) about gender mainstreaming for NGO field staff.

### **Tentative Agenda**

<i>No.</i>	<i>Activities</i>	<i>Place</i>	<i>Planned days</i>
	International trip from US to Conakry	Conakry	2
1.	Briefing, Introduction to USAID Mission and preparation of the training	Conakry	2
2.	Travel to Kindia, meetings with authorities+ visit of some producers.	Kindia	2
3.	Conduct training	Kindia	10
4.	End Of Assignment report and training tools completion	Winrock Conakry	2
5.	Mission debriefing	USAID	- 1

		Conakry	
6.	International trip to US	Conakry	2
	<b>Total</b>		<b>21 days</b>

**End of Assignment Report Required:**

The volunteer’s End Of Assignment (EOA) report will be due upon completion of the assignment. Also one day of presentation / discussion / adaptation of volunteer’s recommendations with the host will be organized for validation; two (2) days will be free for the volunteer to complete his/her final report. Recommendations must be univocal, practical and adapted to the socio-economic and cultural realities of beneficiaries.

The volunteer is also expected to leave behind training tools (guides) on gender mainstreaming for the NGOs to use in the future.

**Volunteer Outreach:** USAID and Winrock encourage all F2F volunteers to participate in public outreach. An important objective of the program is to increase awareness of Americans’ good work in developing countries. Volunteers should select *at least one* outreach activity from the list below, to be completed *within two months* of return to the US:

- Write an entry for the Winrock Volunteers blog.
- Post a photo, video, or text related to the F2F assignment on a personal website, blog, Facebook page, Twitter, or other social media site. –And send a link to Winrock staff.
- Send a press release to local newspaper(s) in the volunteer’s home town. (Winrock can provide a template).
- Write something for an alumni or professional association newsletter, or other publication. (Winrock can help as needed).
- Give a presentation about the F2F assignment to colleagues, students, church group, rotary club, etc.
- Send an email about F2F to friends, family, or colleagues.
- Other ideas are welcome! (Please list below:

**Working/living Conditions and Materials Needed for Assignment:**

The assignment will be implemented in Guinea. (Please See Country profile attached for more information). This assignment will be implemented at Kindia. All the materials needed for the training sessions will be provided by host and Winrock field office.

- A. In Conakry: Upon arrival and at the time of departure from Guinea, the volunteer will stay at a Golden Plaza Hotel (bed and breakfast) in Conakry:  
Standard : +(224) 631 88 08 00 BP 172, Almamya - Commune de KALOUM  
7eme Avenue Conakry Rep de Guinée (downtown), [www.goldenconakry.com](http://www.goldenconakry.com) with reasonably good facilities including air conditioning, hot water, western toilets, telephone, fax, email, photocopy etc. They serve breakfast, lunch and dinner. Internet is available by WIFI the project team will also provide a modem for access to internet. Ozone treated safe drinking water is available throughout the country. Electricity is supplied at 220-240 volts. The average

temperature in May of Conakry will be hot and sometime raining, approximately 32° C (89.6° F). At Kindia the nights are very cool.

- B.** Assignment in the field: During the time of field work volunteer will stay at MASABI Hotel in Kindia (Bed and Breakfast) located at 120 kilometers of Conakry, at Damakanya. Tel: (+224) 628 64 15 96 / 664 65 37 32 / 631 15 46 56 / 664 72 65 69.

Email : [masabifrançoise@yahoo.fr](mailto:masabifrançoise@yahoo.fr)

Site web : [www.hotelmasabiguinee.com](http://www.hotelmasabiguinee.com)

The hotel has a air-conditioned rooms; equipped with TV set, wifi connexion, treated mosquito net. The quality of services is quiet good. The hotel could also propose and organize a touristic tour and picnic at the following sites:

- Escalade of Gangan Mountain,
- Swimming at Kilissi water fall and “voile de la mariée”,
- Small boat tour on Samaya lake,
- Shopping at the Federation of Artisan of Kindia and at the enterprise “Kanya Néma” of women processor of fruit and horticulture product.

- C.** Personal carry-on should include insect repellent. Medical help will be generally available. A converter to use 220 volt 50 Hz electricity and adapter plug for two/three round pin system will be useful. Although reasonably good medical facilities are available locally, the volunteer expert is recommended to bring essential medicine.

As a precautionary measure, eat only thoroughly cooked food or fruits and vegetables ; don't eat food purchased from street vendors. Remember: boil it, cook it, peel it, or forget it; Moreover, if you have any specific dietary concerns (Vegetarian, Vegan or Diabetic) please let the field staff know in advance then necessary and appropriate arrangement will be made in time.

In Guinea, many road are currently under construction and traffic jam is very common, be careful and don't accept to travel at night.

Once in Conakry airport you will be welcome by Winrock delegated person and you will receive a cell phone provided by Winrock F2F for AET Field staff for making easy communication with all actors involved in the assignment implementation (Useful numbers are already recorded in). You can call the following persons in need:

**Ibrahima Diallo (Ibro)**, F2F/AET Country Director Cell: 622 34 31 11 / 662 90 99 26;

**Alpha Amadou Baldé**, F2F/AET Logistician Cell: 620 72 85 99 / 666 48 31 77;

**Diallo Alpha Saliou**, F2F/AET Driver Cell: 622 94 13 98;

**Mamadou Bobo Barry**, F2F/AET Finance Manager, Cell: 628 31 09 06;

#### **Follow-up Impact Survey:**

In accordance with SARA and RGTA-DI, from six months to one year after the end of this assignment (May 2015) and impact survey will be conducted to tract progress (adoption of volunteer recommendations) and plan next step.

#### **Resources to be contributed by the Hosts:**

During the Scope Of Work designing and organization of the assignment implementation, the hosts promised to contributed as it follows:

Items	Unit	Cost (US\$)	US\$ / day	Duration (days)	Total (US\$)
Transportation	-	-	103,6	10	1,036
Lunch			180	10	1,800

Meeting room	1	30	30	10	300
Training materials			10	10	100
<b>TOTAL</b>					<b>3 236</b>