



Ministry of  
Industry, Commerce  
Agriculture and Fisheries



## **10th GFRAS Annual Meeting** *Role of RAS in Climate Change & Disaster Risk Management* **30 September – 4 October, Jamaica**

### **Extended Call for Moderators**

Do you want to moderate and help structure a highly interactive and participative global meeting on rural advisory services? The [10th GFRAS Annual Meeting](#) will take place from 01 September to 04 October in Negril, Jamaica, with side events on 30 September. GFRAS is looking for a qualified, English speaking moderation team to successfully lead participants through the event and ensure quality inputs and relevant outputs of the meeting.

### **Background**

Rural advisory services, also called extension services, are fundamental to support rural people to deal with existing and emerging challenges, and to improve their livelihoods. The Global Forum for Rural Advisory Services ([GFRAS](#)) was initiated in 2010 to provide advocacy and leadership on pluralistic, demand-driven rural advisory services. The forum includes networks representing RAS on regional, sub-regional, and national level, and actors from producer organisations, development agencies, research, education, and the media. The GFRAS annual meeting is the central GFRAS event to exchange experiences on RAS across regions and to GFRAS strategic directions and functioning.

### **Meeting objectives and structure**

The GFRAS Annual Meeting is an interactive learning event. Up to 150 meeting participants from all around the world will discuss, exchange, and share their experiences, skills, and knowledge. The meeting objectives are to:

1. Identify and define good practices, best-fit approaches and strategies to develop, strengthen, and maintain resilience in vulnerable communities to climate change and disasters;
2. Identify and define ways to build the capacities needed at different levels and by different stakeholders (policy, research, education, extension, farmers) to develop, strengthen, and maintain effective risk management in climate change and disasters including preparation, mitigation, and recovery; and to
3. Identify and define the roles and capacities needed by GFRAS and its regional RAS networks to play an important and meaningful role in developing, strengthening and maintaining effective risk management to climate change and disasters.

The meeting will be split into three parts: One day with a focus on the role of RAS, climate change & disaster risk management (thematic component), one day of half- and full-day field trips related to climate resilience and recovery, and one day to discuss and strengthen

capacities of regional RAS fora (functional component). In order to capitalise on the knowledge and experience of the participants, the meeting will use different approaches, including keynote inputs, panel discussions, and group work in plenary, participatory seminars for in-depth discussions, field trips, short presentations, and a market place. Both the thematic and the functional part of the meeting will be prepared with pre-meeting activities (including online material collection, blog entries, and capacity needs assessment of the GFRAS networks for the functional part.)

### **Tasks and requirements of the moderation team**

In close cooperation with the GFRAS secretariat, the moderation team will help refine the agenda, inputs, and structure of the meeting. The programme should enable an open, fair, and inspiring discussion environment and lead to practical recommendations for GFRAS networks and fora. At least one member of the moderation team should be experienced in moderating participatory international events. Given the highly interactive event, we are looking for a moderation team of at least 2 people, ideally from different cultural contexts, including at least one person from the Caribbean.

Concretely, the moderation team will need to fulfil the following tasks in close collaboration with the GFRAS Secretariat:

- Refine and finalise the meeting programme and structure considering demand-orientation, participative aspects, output orientation, cultural sensitivity, timing, and logistics
- Ensure quality presentations: guide presenters in elaborating inputs and reviewing and commenting on inputs before the meeting
- Instructor advise volunteer facilitators for workshop sessions, group leaders, rapporteurs, and other resource people during the meeting
- Ensure timely and qualitative implementation of the programme: instruct and/or accompany input providers and participants in plenary, group work, and other activities
- Moderate and facilitate main programme points
- Motivate participants, create an enabling environment for discussions and exchanges
- Give advice on logistical requirements
- Upon demand: advise the GFRAS secretariat in pre-activities

### **Expected timeframe**

- June-mid-August: refine agenda, help finalise the structure and approach of different sessions, provide advice on the selection of inputs, and help with pre-meeting activities
- Mid-August-early-September: coach input providers, finalise agenda, define logistical needs
- Early-September-early-October: instruct resource people, finalise meeting preparation, moderate meeting

### **Submission of offer**

Please send your offer with a detailed work plan on how you will undertake the tasks, timeline, and information on team members and their skills and experiences relevant for the meeting **by 10 June** to [annual-meeting@g-fras.org](mailto:annual-meeting@g-fras.org). Note that while we are looking for a team, you are also welcome to apply as a single moderator. The annual meeting organising committee can help identify and suggest possible team members.

### **Financial compensation**

Kindly note that GFRAS is in a position to cover ONLY accommodation (all-inclusive resort) and travel costs for the moderators, as well as a moderate per diem to cover incidentals for the duration of the meeting. More details on the annual meeting can be found at the [GFRAS Annual Meeting website](#).