

Terms of Reference for Finance Manager with Global Programme for Small-scale Agroecology Producers and Sustainable Food Systems Transformation (GP-SAEP)

1. Background

About GFRAS

The Global Forum for Rural Advisory Services (www.g-fras.org) is an international association enhancing the performance of advisory services so that they can better serve farm families and rural producers, thus contributing to improved livelihoods in rural areas and the sustainable reduction of hunger and poverty. Its mission is to provide capacity building, advocacy and leadership on pluralistic and demand-driven rural advisory services (RAS) for sustainable development. GFRAS plays a catalytic role, promoting and stimulating interactions between RAS policy stakeholders at global, regional, and national levels. It also supports the development, exchange, and diffusion of tried and tested RAS approaches, tools, and policies and stimulates institutional and individual capacity development.

Since its inception in 2010, GFRAS has provided its members with regular learning and exchange platforms, divided across its four strategic fields (SF). SF1 focuses on advocacy and support for an enabling policy environment and appropriate investment in RAS. SF2 is focused on professionalization of RAS, SF3 on the facilitation and enhancement of effective and continuous knowledge generation and exchange and, finally, SF4 focuses on strengthening capacities of GFRAS Networks. The GFRAS structure reaches smallholder farmers via the regional rural advisory services networks, which are made up of national-level platforms. In doing so, it pursues outcomes (changes in behaviour) related to the enabling environment, institutions and organisations (focusing on regional networks as the core of the forum), and human resource development (individual capacities).

About the GP-SAEP project

GFRAS is implementing an Agroecology project in close collaboration with International Fund for Agricultural Development (IFAD). The project called 'Global Programme for Small-scale Agroecology Producers and Sustainable Food Systems Transformation (GP-SAEP)' is part of a larger funding envelope provided by the European Commission (EC) and will be implemented between 2023 and June 2026.

The goal of the project is the transformation of food systems towards agroecology by enabling small-scale producers to strengthen their practices of agroecology, through better access to knowledge, support services, improved technologies and market outlets. This should improve their resilience to climatic, environmental and socio-economic shocks and stressors as well as food and nutrition security and incomes.

The programme is structured around four components; GFRAS in partnership with Access Agriculture and the youth network (YPARD) is responsible for Component 3, focusing on *"Increasing Access to knowledge and Empowering 10 000 Small-Scale Farmers in Agroecological Transition through Participatory Rural Advisory Services (RAS) and Farmer to Farmer joint learning"*.

Implementation of this third component by GFRAS and its partners will happen in four countries: Madagascar and Uganda in Africa, and Costa Rica and Ecuador in Latin America. The GFRAS regional networks, AFAAS and RELASER and the Country Fora in the respective countries will be essential in the implementation of this project.

As part of the GP-SAEP project implementation, GFRAS Global Secretariat is recruiting a Finance Manager.

2. Duties and Responsibilities

The Finance Manager will be a consultant to AGRIDEA on behalf of GFRAS responsible for the overall finances of the project, including timely submission of Annual Work Plan and Budget (AWPB) and financial reporting to the donor (IFAD/EU) as well as continuous project forecasting and budgeting.

The specific responsibilities of the Finance Manager are listed, but not limited to, the ones that follow:

- a. Work under the leadership of GFRAS's Global Secretariat and reporting to the Executive Secretary of GFRAS;
- b. Close coordination and communication with the project manager, the global professionalisation consultant and the project director at the Project Management Unit (PMU);
- c. Overall coordination of financial management in close collaboration with the project manager;
- d. Coordination, communication and capacity building in financial management of regional and national partners, where deemed necessary;
- e. In charge of timely development and submission of AWPB for the project to IFAD in close cooperation with Country Fora, Regional Networks and implementation partners;
- f. In charge of timely development and submission of the cumulative financial report for the entire project component to IFAD in close cooperation with Country Fora, Regional Networks and implementation partners;
- g. Coordination and communication with project partners on financial matters;
- h. Liaison with AGRIDEA on postings, and other financial matters;
- i. Financial support and assistance to the project, including both project Leadership and Partners;
- j. The consultancy might include some traveling which will be covered by GFRAS according to its rules and regulations.

Strategies for engagement will be discussed and agreed with the GFRAS Global Secretariat.

3. Profile

Must have a relevant educational background and hands-on experience with financial management and coordination of large EU and/or IFAD funded projects as well as working in a project consortium including multiple project partners;

Must be able to work with persons from various cultural backgrounds and understand difference in communication styles;

4. Minimum qualifications

- Degree in finances, economics or a related field;
- Minimum 10 years of relevant financial management experience;
- Proficient in ABACUS software and other relevant project and financial management systems programmes;
- Experience in setting up financial management systems;
- Profound working experience in Global South collaboration;
- Experience in capacity building;
- Organised, responsible, thorough team player;
- Ability to manage multiple assignments simultaneously.
- Proficient in English, command of German is a definite advantage;
- Working knowledge of French and Spanish (other working languages of the project) will be added advantages.

5. Workload, Duration of Work and Remuneration

The Finance Manager is expected to work, on average, 30 days per year in managing their tasks.

The contract should last for no more than 42 months.

For this work, the Finance Manager will receive a yearly compensation of 20.000 Euro, paid monthly, based on hours worked.

6. Proposals

Interested persons should kindly email their CV (of no more than 2 pages) as well as a one-page letter outlining your current topics of interest in agriculture, Rural Advisory Services and food systems, and how do you propose this to be discussed in the GFRAS Secretariat to ingrid.oliveira@g-fras.org by 15 July 2023.