

James R. Sedlacek

2415 Honey Lou Court, #6
Appleton, Wisconsin 54915 USA

Skype: agrolingua

Phone/Fax: (920) 730-0370

Email: jim@sedlacek.com

Key Qualifications

- A seasoned global expert in diverse settings in Asia, Latin America, Eastern Europe and Africa. Enjoys a good rapport and feels comfortable working in that environment.
- More than 20 years' experience:
 - Strengthening capacity and knowledge of rural individuals and groups enabling them to identify and diagnose problems and devise strategies for solutions;
 - Managing capacity building activities in agriculture and rural development;
 - Designing and implementing technology transfer and extension activities incorporating participatory methods;
 - Conducting rapid assessments of rural organizations focusing on organizational structure and engaging members in decision making and planning;
 - Evaluating Extension programs and recommending adjustments;
 - Working with international organizations and donors, NARES and NGO's;
 - Preparing feasibility studies and strategic plans.
- Skilled at working in a wide variety of issues pertaining to human capacity building. Design and conduct training activities relevant to the needs of the organizations. Incorporates training of trainers.
- Working with research and extension organizations in identifying and implementing effective actions to serve clientele, and at the same time determine strategies those organizations can use to remain viable and relevant.
- Working with agricultural sectors in transition. An innovator; searches out and incorporates new techniques and methods.
- Sound history of working in international settings with multidisciplinary and cross cultural teams and clients. Accustomed to working in difficult and challenging environments. Understanding that things do not always go as planned. Exhibits adaptability and flexibility.

Professional Experience

Consulting

Consultant: Assisted in developing of two graduate courses related to international agricultural education. (Mississippi State University & Virginia Tech University)

Consultant: ACDI/VOCA, Jamaica, August 2013.

Assisted USAID funded JA REEACH (Jamaica Rural Economy & Ecosystems Adapting to Climate Change) on their CEDAR (Communities Engaged to Drive Adaptation Responses) activity. Reviewed training and engagement events with rural communities as they developed projects and involved stakeholders. Provided recommendations during the pilot phase to improve efficiency and effectiveness.

Consultant: Partners of the Americas, Dominican Republic, January 2013.

Guided planning for training activities embodied in a new Memorandum of Understanding between the Ministry of Agriculture, the Junta Agroempresarial Dominicana (JAD) and Farmer to Farmer targeting the Value Chain related to greenhouse producers of vegetables. Facilitated a strategic plan with the Greenhouse cluster of JAD.

Consultant: ACDI/VOCA, Accra, Ghana, June 2011.

Facilitated a five year Strategic Plan for the Farmers Organisation Network in Ghana (FONG). Key members of small farmer groups from all regions of Ghana participated in events that generated key elements and visions for a strategic plan. Time was also spent creating a draft document of FONG's strategic plan.

Consultant: CNFA, Tbilisi, Georgia, Aug-Sept. 2010

Assisted the Agricultural Mechanization Project by evaluating pilot extension type training to small farmers. Work included assessing knowledge gained from the training, evaluating methods and techniques used by trainers, and reviewing content provided in training. A follow-up activity was offering training to trainers in improving effectiveness of instruction.

Consultant: Partner of the Americas, Western Dominican Republic, March 2010

Worked with 2 local NGO's (Sur Futuro and ADESJO) in Padres las Casas and San Jose de Ocoa regions to strengthen capacity in facilitating strategic planning. Integrated this into work with several local growers associations by developing a strategic plan for each organization. Also assessed other organizational issues impacting those groups.

Consultant: CNFA, Meru District, Kenya, Aug.-Sept. 2009

Facilitated a strategic planning exercise with management team (Board of Directors) of Jenga Kenya. The organization is a four-year old microfinance organization in Meru district. They articulated a mission of serving small and micro-entrepreneurs. The organizations young and highly motivated management group wanted to define and express long- and short-term objectives and strategies. These goals were accomplished through an intensive workshop.

Consultant: ACDI/VOCA, Kasese District, Uganda, March 2007

Partnered with the CARITAS program in Kasese Diocese to determine ways of strengthening participatory aspects of Sustainable Agriculture Programme through agricultural extension activities. Visited field activities and provided training to staff on adult learning, extension techniques such as use of demonstrations and media. Facilitated planning exercises with staff. Linked CARITAS to CIAT program and Farmer Field School trainer for long-term strategic adaptations to the programme.

Consultant: ACDI/VOCA, Jinja District, Uganda, August 2005

Requested by the Jinja District Farmers Association to look at advisory/extension and training capacity. It is felt that "Extension Link Farmers" are not effectively passing messages to "contact farmers." Indeed, it was found that they are using a "top down" approach. It was recommended they incorporate other "demand driven" farmer led extension techniques as Farmer Field Schools. An even greater challenge for Associations is financial survival and viability. A significant amount of time was dedicated to analyzing options permitting changes in focus and mission.

Consultant: Winrock International, Esteli, Nicaragua, June 2005

On behalf of the organization, Wisconsin/Nicaragua Partnership, worked with a farmer cooperative, ASOGANOR on activities to procure well-drilling equipment. Met with group to confirm members completely understood contractual obligations they were

committing to in the project. Facilitated development of a business plan for the operation and sustainability of the enterprise. To ensure all parties were on the same page, conferred with other groups involved with project. As time allowed reviewed activities on another ASOGANOR project pertaining to dairy production.

Consultant: Land O'Lakes, Malawi, Aug. 2004

Assisted Land O'Lakes Dairy Improvement project assessing organizational capability and human capacity of Regional Milk Associations and local milk bulking groups. Recommended ways to Land O'Lakes of how these organizations could become more effective and operate more transparently with further training and capacity building activities. The main findings related to enabling member/farmers to become more self-reliant and empowered and to ultimately gain full benefit from belonging to these groups. There is also need to incorporate youth into the project's scope of activities.

Consultant: Winrock International, Ibadan, Nigeria, July-August 2003

Assisted Senior Staff at Nigeria's National Institute for Horticulture in devising a 10-year strategic plan. Facilitated a planning exercise with staff to fully comprehend the process and then carry out the activity institute wide. This encompassed developing a vision statement, setting objectives, devising strategies and developing action plans. Additionally, conducted training activities related to assessing research proposal formats and preparation. Lastly, made recommendations on potential ways in which the Institute might remain viable.

Consultant: VOCA, Yerevan, Armenia, March-April 2003

Worked with a NGO consulting firm, VISTAA Expert Training Center in looking at feasibility of developing a training center. This study looked at needs, costs to develop and maintain such a center, and ability of VISTAA to operate and manage this kind of operation. While it seemed possible for VISTAA to develop such a center it was advised that financial impact of such an undertaking could be extremely risky and could undermine the economic viability of the organization.

Consultant: VOCA, Addis Ababa, Ethiopia, October 2002

Planned and conducted a training of trainers course for eighteen Cooperative Promotions Bureau staff in the Tigray region. Provided skills training encompassing theoretical concepts in teaching adults. Conducted participatory activities consisting of individual and small group activities. Heavy emphasis on goal setting and writing of instructional objectives. Practical work in presentation techniques and use of visuals. Results were development of a format for modules, lessons, and a training manual.

Consultant: Land O'Lakes, Kaduna State, Nigeria, June 2002

Worked with two cooperatives in Kaduna State of Nigeria facilitating a strategic planning exercise. Both cooperatives were associations of members aiming to deal with financial control in difficult times.

Activities focused on developing capability within the group to create a future vision for the cooperative, compose a mission statement, set objectives and devise strategies, develop action plans, and establish a process to evaluate the success or failure of the strategic plan. The goal was to develop a formal planning document.

Consultant: VOCA, Addis Ababa, Ethiopia, October-November 2001

Developed and conducted a participatory training workshop for 20 extension personnel of the Southern Regional Bureau of Agriculture. Emphasis of workshop was on use of multimedia techniques for extension. A wide range of multimedia was discussed and highlighted. This included traditional techniques such as flipcharts and overhead projectors, and newer digital techniques employing scanners, digital cameras and video. Course also incorporated concepts of conducting Strategic Extension Campaigns, and developing clear objectives for extension and training activities.

A secondary activity was conducting an assessment and providing recommendations for newly organized media unit within the Bureau. This entailed recommendations on training needs, physical layout of facilities, and recommendations on integration of new technology and equipment and applications.

Consultant: VOCA, Addis Ababa, Ethiopia, January-February 2000

Acted as the team leader in this short-term assignment developing two separate plans for rural youth activities for the Ministry of Agriculture-Department of Agricultural Extension, and the Oromia Regional Cooperative Promotions Bureau. To accomplish this field visits were undertaken in the Oromia, Amhara, and Southern regions of the country.

Conducted needs assessments (interviewing stakeholders), assessing the potential for these types of activities, and meeting partner NGO's, international organizations, and entities interested in collaborating on rural youth.

Lastly, developed two detailed plans to serve as guides in initiation of rural youth activities for each organization. These documents dealt with a philosophical basis for organizations, steps in the process of developing activities, mission and focus of groups' activities, and potential donor support.

Long Term

Senior Training Advisor

Tea Research Foundation (TRF), Mulanje, Malawi (Central Africa); 1996-1997

Initiated Tea Training Institute with goal of becoming totally self-sustaining. Developed yearly work plan and annual budget. Overall project budget about \$1,000,000.

Collaborated with architect in developing of \$500,000 Training Center. Procured equipment and supplies.

Recruited and mentored Training Manager. Identified and hired consultants to develop specific training modules encompassing production, processing and estate management.

Planned phased introduction of courses. Managed development of course modules and courseware-instructor and participant guides, audio-visuals, etc. Collaborated with the Training Manager.

Formed and guided Training Advisory Committee in assessing industry training needs. Reviewed training options at 2 institutes in India. Assessed training needs and marketed TRF training programs to 13 tea companies in Zimbabwe, South Africa and Malawi.

Outcomes:

- Developed format for training modules. Identified and initiated development of more than 30 topics into training modules. Hired and mentored Training Manager to assume duties.
- Completed the majority of procurement and initiated construction of facilities.

Master Trainer

CHP International- Training site; Perryville, AR 1993

Developed training curriculum for two seven-week Peace Corps training cycles: 4 concurrent training tracks; 30 trainees per cycle; 40 hours of scheduled activities weekly. Covered topics in agriculture, agroforestry, community development, informal education.

Taught course sections on extension and rapid rural appraisal, incorporating appraisal of small community. Employed experiential teaching methods. Developed and coordinated assessment and evaluation activities.

Created policies and procedures in procurement, logistics, emergency and medical events.

Drafted and filed required reports with contract agency. Coordinated press and media visits.

Outcomes:

- 100% of the 70 Peace Corps trainees successfully met the skills objectives and proceeded to In-country training in Lesotho, Guinea-Bissau, Cape Verde, Benin, Mauritania. Successfully reached project goals.

Training Associate/Post-Doctoral Fellow

Office of Training, Asian Vegetable Research and Development Center (AVRDC), Taiwan; 1988- 1990

Initiated innovative multi-media instructional courseware employing desktop publishing-techniques: slide sets, training newsletter, extension-type booklets, training manual, and instructional videos. Developed training video production unit. Contracted and managed outside artists for projects. Consulted with national programs in responding to their needs.

Designed a five-month course curriculum for professionals in agriculture to improve skills in extension and technology transfer related to vegetable production. Taught sections dealing with lesson planning, preparing instructional objectives and instructional materials, measuring learning, communications skills, and technology transfer. Designed and conducted pre and post testing of participants and daily and periodic course evaluations. Taught Vegetable Training Course 5 times, up to 30 trainees each session.

Outcomes:

- Sixty persons per year received training from Center's experts, which through a multiplier effect will be passed on to others.

Graduate Teaching Assistant

Department of Agricultural Education. Texas A&M University. 1985- 1987

Taught 2-3 sections of College of Agriculture's introductory courses on using computers in agriculture each semester. Included units on BASIC programming, spreadsheets, mainframe access and word processing. Conducted computer workshops for Texas Education Agency.

Identified funding sources for research and educational activities of Department. Researched and videotaped segments for oral/video history on agricultural education. Conducted dissertation research.

Outcomes:

- Awarded funding for Teaching Incentive Grant and Travel Grant.

- Planned and conducted program of activities for 30 participants from 24 countries on a United States Information Agency Grant.

Visiting Research Associate

Centro Internacional de Agricultura Tropical (CIAT). Cali, Colombia. 1986

Observed Center's trainers. Provided feedback on facilitation techniques, training methodologies, and strategies.

Developed evaluation and information-gathering instruments for use by trainers in establishing training objectives and determining training effectiveness. Wrote guide for developing course objectives and content and provided guidance in techniques for measuring learning.

Gained insight into life as international trainee by living and interacting with other trainees at the Center.

Created, tested, and used questionnaire in Spanish and Portuguese for dissertation research.

Outcomes:

- Brought about subsequent changes in usage of materials and facilities.

Recruitment Officer

Peace Corps Recruiting. Chicago, IL. 1982- 1985

Coordinated and organized logistics of recruitment campaigns, specializing in agriculture. Coordinated and carried out press and media interviews, public presentations, talks to classes, and related activities. Developed and maintained contacts, organized activities, and deployed human and material resources. Visited four to five campuses per semester.

Recruited potential candidates and made initial selections after personal interviews.

Counseled potential volunteers on commitment and other aspects of potential service.

Outcomes:

- Received certificate for high conversion rate on nominee.

Agricultural Supervisor

Arawak Program. St. Croix, USVI. Arawak Program. 1981

Directed agricultural program for unskilled youth. Planned activities integrating theoretical and practical experiences. Supervised training program for disadvantaged youth. Coached youth to improve confidence and self-image through showing livestock.

Interfaced with Extension Service of the College of the Virgin Islands.

Outcomes:

- Youth (and livestock) captured top prizes in island exhibitions.

Supervisor of Agricultural Education

Ministry of Education (serving in the Peace Corps). St. Johns, Antigua. 1978- 1980

Developed new multi-year curriculum for the Ministry of Education. Identified and recruited teachers to participate. Persuaded headmasters to include agriculture in school syllabus.

Conducted ongoing activities in revising curriculum. Assimilated locally relevant issues while meeting standards of regional "O" level examination. Included schools into field testing of a new regional "O" level exam.

Conducted five to six teacher training workshops a year dealing with agricultural and educational topics improving instruction. Supervised and encouraged individual teachers by regular visits.

Developed concept for large agricultural education project. Visited model program in Belize. Approached potential donors for funding.

Developed reference library. Produced and distributed unique bibliography of agricultural instructional materials.

Nominated individuals for further training and to later act as successor.

Outcomes:

- Persuaded Peace Corps and USAID to fund feasibility study.
- Received \$5000 USAID grant to purchase teaching materials.
- Offered several \$5,000 grants for funding for one large and several smaller projects.
- Offered permanent ongoing position with the Ministry.

Other Professional Experience

Applied Agriculture: Family Livestock farm in Northeast Wisconsin; between assignments

Substitute Teacher and Evening Librarian: 7-8 school districts in N.E. Wisconsin.
September 1990-January 1996, September 1999-present

"On call" as substitute teacher, on nearly full-time basis, highly in demand. Certification in agriculture. Teaching variety of subjects at grade levels 7-12.

Language Proficiency: English native, Spanish and French basic oral and reading.

Computer Software Knowledge

MS Word	WordPerfect	WordPro	Pinnacle Instant CD/DVD	PowerPoint
Pagemaker	Premiere	FrontPage	Roxio CD Maker	Quattro Pro Excel

Education

Ph.D., Agricultural Education, Texas A&M University, 1987. Dissertation dealt with training received by agricultural extension agents in South and Central America.

M.Ag., Agricultural and Extension Education, University of Florida, 1982

B.S., Agricultural Education, University of Wisconsin Platteville, 1974

Certificate in Tropical Agriculture, University of Florida, 1982