

REQUEST FOR EXPRESSION OF INTEREST (REOI)

PLANNING OFFICER

I-Plan Component, RPCO-IX

I. Background

1. A. Philippine Rural Development Project (PRDP)

PRDP is a six-year project (2013-2019) designed to establish the government platform for a modern, climate-smart and market-oriented agri-fishery sector. Externally, it will focus on expanding market access and improving competitiveness. Internally, it will introduce reforms in operating the Department of Agriculture (DA) bureaucracy.

1. B. The Project Approach

The approach of the program is **Value Chain Analysis**; Focused on Climate Resiliency and Adaptation. The tools are Value Chain Analysis and Suitability Assessment; Resources and Social Assessment. The entry point for value chain interventions at the local level is the Province.

1. C. Project Development Objectives

The objective of the Project is to have at least 5% increase in annual real household incomes of farmers beneficiaries; 30% increase in income of targeted beneficiaries of enterprise development; 7% increase in value of annual marketed output and 20% increase in numbers of farmers and fishers with improved access to DA services.

2. Objective and Scope of the Services to be provided

The PRDP would like to invite the services of individuals for the position of **Planning Officer. He/She will assist the Head of the I-Plan Component.** The individual to be hired will be engaged to provide services, inputs and support to the I-Plan Component activity implementation for the PRDP. The following are the tasks to be done, works to be accomplished and the qualifications of individuals to be hired for the Project:

Specifically, the tasks of the Planning Officer will include, but not limited to:

1. Acts as alternate in the absence of the I-Plan Component Head;
2. Assists the I-Plan Component Head in the implementation of all planning activities specifically in the preparation of Value Chain Analyses (VCA) , Provincial /City Commodity Investment Plans (P/CCIPs), commodity data profiling, technical reviews, AFMP Updating, and other planning related activities;
3. Assists in the technical support to the Planning Team during workshops, seminars, meetings and other capacity building activities that will be provided by the component to the LGUs. This may include preparation of

training modules, materials, documentation, and other reports needed. When needed, acts as facilitator or resource person during the conduct of said activities;

4. Recommends to the I-Plan Component Head appropriate interventions in support to the sub-projects identified under Infrastructure Development and Enterprise Development by the PLGU in proper coordination with RCPT, and PCPTs ;
5. Assists the I-Plan Component Head , Provincial/City Program Management Implementation Units (P/CPMIUs) , and members of the core planning teams in all PRDP planning activities and project conceptualization;
6. Attends to meetings called by PRDP-PSO as may be assigned by the Planning Component Head;
7. Prepares and submits periodic reports on the status of Planning Component implementation, both physical and financial to the Planning Component Head;
8. Installs a system to manage files/documents of the Planning Component;
9. Performs other tasks as deemed necessary in relation to the component's deliverables and/or as required by the I-Plan Component Head or RPCO Management.

3. **QUALIFICATIONS**

1. **A. Education & Training:**

1. **1.** Preferably a bachelor's degree of a four (4) year course in economics, agribusiness , agricultural economics, agriculture, agricultural engineering or other related field;
2. **2.** Must have undergone training related in conducting researches , planning or project development study preparation.

1. **B. Experiences:**

At least three (3) years experience in project planning, development, monitoring, and evaluation in private or government institution. Experience in preparation of project development studies and researches is an advantage.

1. **C. Knowledge, Skills, and Abilities:**

1. **1.** Proficient in written and oral communications;
2. **2.** Computer literate with high proficiency in MS Word, excel, and power point;
3. **3.** Possesses analytical and operational knowledge in the field of agriculture and fishery sectors including trade and investments;
4. **4.** Proven organizational skills and ability to manage multiple tasks simultaneously ;
5. **5.** Ability to work both independently and as a team leader;
6. **6.** Able and willing to travel within the region or in the Philippines as deemed necessary; and

7. **7.** Willing to work overtime if necessary and have good working attitude.

Documentary Requirements:

1. Application letter with Personal Data Sheet (CSC - PDS) Form;
2. 2X2 latest pictures
3. Certified True Copy of School Transcript of Record;
4. Certificate of Trainings Attended;
5. Certificate of previous employment;
6. Certified copy of Civil Service Rating , Government Licenses (if applicable)

Deadline of submission of application and all required documents must not be later than February 28, 2015,
addressed to :

CONSTANCIO G. ALAMA

Regional Director /RPCO Head

Philippine Rural Development Project

Regional Project Coordination Office-9

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