

Republic of the Philippines
Department of Agriculture
Philippine Rural Development Program (PRDP)
National Program Coordination Office (NPCO)
Geomapping and Governance Unit

Terms of Reference (TOR)
GGU Alternate Unit Head

I. Background

A. Philippine Rural Development Program (PRDP) is a six-year program (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.

B. The PRDP program

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.

C. Program Development Objective

The objective of the Program 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.

II. Objective and Scope of the Services to be provided

The PRDP would like to invite the services of individual for the position of **Geomapping and Governance Alternate Unit Head**. The individual to be hired will be engaged to provide services, inputs and support to the Program's implementation and capacity-strengthening activities for the PRDP. The following are the works to be accomplished and the qualifications of individual to be hired for the Program:

- **Position & Responsibilities:**

As Geo-Mapping & Governance Alternate Unit Head, the person is mainly tasked to serve as described hereunder:

1. Oversee all assessment surveys and subproject action planning for the project transparency and accountability;
2. Prepare training modules and assist in the conduct of trainings in geo-mapping works as necessary;
3. Provide technical modules and assist in the conduct of trainings in geo-mapping work as necessary;
4. Provide technical assistance to I-BUILD, I-REAP, I-Support and I-Plan Components in the conduct of geo-mapping activities;
5. Provide technical assistance to NPCO, PSO, RPCO and PPMIU in the collection, processing and posting of Geo-mapping output for uploading on-line.
6. The Geo-Mapping & Governance Specialist will explore the possibility in integrating the AGT onto the PRDP process in project identification/validation, sub-project monitoring/supervision, sub-project operations and maintenance;
7. He/ she will conduct actual training to project staff and participating PPMIU in using and implementing the Geo-mapping;
8. He/ she will review, maintain the PRDP Geo-Mapping submitted by PPMIU and update the system and post to the PRDP web-site;
9. He/ she will conduct actual field supervision work and work closely to PPMIU on field coaching;
10. He/ she will develop a streamline procedure on on-line review of AGT submission for sub-project billing processes and approval;
11. He/ she will further develop the tool and make it more interactive and user friendly;
12. He/ she will assist and can represent the Unit Head in the over-all implementation of PRDP subprojects through the Geomapping and Governance Unit's functions and objectives; and
13. He/ she will be directly under the supervision of the GGU Head and shall collaborate with the Head of the PRDP Components.

- **Required Qualifications**

- Civil Engineer with Geodetic background, degree in Geomatics or Geography, degree in Economics, with 5 years minimum experience on foreign assisted rural development projects in using mapping tools such as Geographic Information System (GIS) and Applied Geotagging Tool (AGT) for subproject implementation and supervision.
- Must have knowledge on GPS and mobile technologies and will be able to relate rural development to IT (Information Tech) based application.

- Must have a high degree of computer literacy; strong proficiency in MS Windows, moderate to strong proficiency in MS PowerPoint is preferable; and
- Possesses good communication skills, oral and written.

In addition, the applicant should have:

- Strong leadership and management skills;
- Strong interpersonal and teamwork skills;
- Strong inter-organizational management skills in working with various organizations, NGOs, Pos Government, LGUs, private sectors, etc.; and
- Willingness to conduct field travels and immersion in the project sites.