



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
PHILIPPINE RURAL DEVELOPMENT PROJECT
Regional Project Coordination Office - Region XIII
Capitol Site, Butuan City
Tel. No. (085) 342-4092; Fax No. (085) 341-2114

TERMS OF REFERENCE

Business Development Officer- BDO

1. Background

The Government of the Philippines (GOP) has obtained a loan from the International Bank for Reconstruction and Development - World Bank (IBRD-WB), amounting to FIVE HUNDRED MILLION DOLLARS (US\$500,000,000) for the purpose of financing the Philippine Rural Development Project (PRDP) to support the Government's effort to reduce poverty among the rural communities in the country.

The PRDP is a six-year (2013-2018) initiative of the government envisioned to increase farm and fishery productivity and incomes in target areas in all 16 regions of the country. The program seeks to achieve this objective by improving access of farmers and other industry players to a strategic network of infrastructure, market information and support services. Specific investments and interventions are to be implemented under four central components of the program, namely: 1) Investments for AFMP Planning at the Local and National Levels (I-PLAN); 2) Intensified Building Up of Infrastructure and Logistics for Development (I-BUILD); 3) Investments for Rural Enterprises and Agricultural and Fisheries Productivity (I-REAP); and 4) Implementation Support to PRDP (I-SUPPORT).

Through I-REAP, PRDP will engage broad sections of the sector in the production of marketable surplus through investments in strategic segments of priority commodity value chains prioritized under the Regional Agricultural Fisheries and Modernization Plans and the Provincial Commodity Investment Plans (PCIPs).

The I-REAP activities can be categorized into two sub-components:

- 1) Rural Agri - fishery enterprise and productivity enhancement; and
- 2) Technology and information for enterprise and market development

I-REAP Objectives

The general objective of the I-REAP component is to strengthen and develop viable agri-fishery based enterprises through efficient value chains of key agricultural and fishery products in targeted program areas¹. Its specific objectives are as follows:

¹ PRDP Feasibility Study Volume 3: I-REAP Component



- a. To increase productivity and marketability of agriculture and fishery products through increased access to information and support services;
- b. To increase farm and fishery household incomes through engagement in value-adding activities; and
- c. To improve the protection and conservation of the natural resource base of identified enterprises through alternative livelihoods and support facilities.

2. Scope of Work

Business Development Officer (BDO)

The BDO will be supporting the component in the delivery of specified milestones of PRDP under the I-REAP. He/ she will be stationed in the Regional Project Coordination Office XIII (RPCO XIII) based in Butuan City. He/ she will be directly under the supervision of the I-REAP Component Head who will likewise be reporting to the Project Director in close coordination with the Deputy Project Director.

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

- Assist the other program staff in reviewing the enterprises reflected in PCIP as the source document of various enterprises that will be prioritized for Business Plan Preparation;
- Assist in facilitating the prioritization of enterprises in the participating provinces and proponent group selection;
- Proposed to the management appropriate interventions in support to the enterprises proposed by the I-REAP Teams at the Provincial Local Government Unit (PLGU) and Proponent Group (PG) level and assist in the preparation in designing the appropriate and needed support activities to the PLGU and PGs;
- Assist in facilitating the conduct of the Business Planning Workshops incorporating therein the sustainability measures for I-REAP investments;
- Assist in building the capacity of the Proponent Groups and POs under PRDP I-REAP and MRDP-CFAD and the Provincial Planning Implementation Unit (PPMIU) on how to manage business operations and in sustaining the completed micro enterprises;
- Assist in providing the RPCO and PPMIU through the proponent group the guidelines in gathering data and information needed in the preparation and development of rural enterprises;
- Assist the PPMIU and PGs in finalizing and packaging business plans for submission to RPCO's technical appraisal and eventual Regional Project Advisory Board (RPAB) approval;
- Assist in identifying potential partners in providing support to the enterprises along the value chain segment of the priority commodity of an LGU as reflected in the PCIP; and
- Perform other tasks as deemed necessary in relation to the component's deliverables and/or as required by the program management.



3. Qualifications

Education: At least a Bachelors Degree in Agribusiness, Entrepreneurial Field, Business Administration, Finance, Economics, and other related fields

Experience:

- At least 2 years of experience in agribusiness, entrepreneurial related activities, agri-based micro enterprise development and similar fields;
- With some background experiences in preparing business plans;
- Preferably has experience working with PLGUs, some producer groups and micro enterprises;

Knowledge, Skills, and Abilities:

- Knowledgeable on at least two (2) agriculture industry subsectors or commodities
- Strong analytical and operational knowledge in agri-business and enterprise development;
- Ability to:
 - Communicate effectively orally and in writing
 - Could work with a team
 - Work effectively with co-workers, partner agencies and the private sector

Reporting Responsibility

The Business Development Officer (BDO) will be directly reporting to the I-REAP Component Head. The BDO will be based at the Regional Project Coordination Office – Butuan City.

Only applications received on or before February 19, 2016 at 05:00 P M will be considered. Short-listed applicants will be contacted for the schedule of written examination and interview.

Please submit application letter with 2x2 picture and comprehensive CV (which include complete details of specific previous job description and task) to the address below or email [to prdp.proc13@gmail.com](mailto:prdp.proc13@gmail.com)

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