**TERMS OF REFERENCE**

Component : I-BUILD

Job Title : Irrigation Specialist

Status : Consultant

**OVERALL SCOPE OF WORK:**

The Irrigation Specialist shall oversee the overall management of theIrrigationprogram to ensure its effective implementation. The specialist’s overall function covers technical provisions of sound project management, implementation standards, quality assurance and quality control programs in the implementation of irrigation subprojects.

**SPECIFIC TASKS:**

1. Develops technical guidelines/manuals to guide the overall development of irrigation subprojects;
2. Ensures the implementation of irrigation subprojects are in accordance to the Project operations and technical manuals;
3. Coordinatesthe training programs for technical staff at the PSO, RPCO and LGU level for irrigation subprojects;
4. Oversees implementation of the infrastructure quality monitoring and durability system (IQMDS) anchored on the five elements of quality assurancefor irrigation subprojects at the PSO, RPCO and LGU level;
5. Conducts random field visits and audits to assess compliance of LGUs and contractors’ on the technical, geo-tagging, social and environmental safeguards, occupational health and safety program, quality control and assurance program and operation and maintenance program;
6. Provides periodic subproject assessment and consolidation of Island cluster reports on the implementation of irrigation subprojects especially on the disbursement of Project funds;
7. Conducts regular consultation, coordination and management meetings among the units and components at the NPCO and with the PSO, RPCO, LGU Engineers and contractors in the implementation of the Project and provides feedback and recommendations on how to resolve complex issues;
8. Reviews subproject FS, bid evaluation reports and variation orders needing NPCO and WB OL or NOL for irrigation subprojects;
9. Acts as point person in the preparation of the Project Operation and Maintenance Manuals and its adoption within the department and at the LGU level;
10. Does other function as the NPCOI-BUILD Chief may assign.

**DESCRIPTION OF RELATIONSHIP AND REPORTING OBLIGATIONS:**

The consultant shall report directly to the NPCO I-BUILD Chief and shall provide on a semi monthly basis (15th and 30th day of the month), a written accomplishment report.

**QUALIFICATION STANDARDS:**

**Education:**

* Bachelor’s Degree in Civilor Agricultural Engineering
* With graduate studies or has specialization in irrigation infrastructure is an advantage

**Experience:**

* Minimum of seven (7) years working experience in rural development.At least 3 years in foreign assisted (ODA) projects implemented by Local Government Units or 3 years employment at any NIA(Provincial, Regional, National) offices or irrigation service providers.

**Knowledge/Skills/Abilities:**

* Minimum of 48 hours training on irrigation design or quality assurance/quality control or occupational health and safety or risk management or related trainings.
* Proficient in written and oral communications.
* Demonstrate capability in developing and conducting technical capacity building
* Computer literate with high proficiency in MS word, excel,power point and can operate at the least a program on canal design analysis.
* Ability to work with stakeholders on multiple levels including non-government organizations, people’s organization, donors, media groups, religious groups and local government units.
* Proven organizational skills and ability to manage multiple tasks simultaneously.
* Can work independently and result oriented.
* Willing to travel extensively on different locations most of the time or even on a short notice

**JOB LOCATION:**

* National Project Coordination Office (NPCO), DA, Quezon City