

## Terms of Reference (ToR) for

### Agricultural Skill Enhancement for Women Farmer Leaders

**Duration:** till 31 December 2025

**Number of Consultants:** 02

**Location:** Cox's Bazar (Teknaf and Ukhiya camps)

**Budget:** BDT 140,000 per consultant

**Implementing Organization:** ActionAid Bangladesh

#### 1. Background

ActionAid Bangladesh (AAB) implements women empowerment and livelihood interventions in Cox's Bazar, focusing on enhancing women's leadership in agriculture and sustainable livelihood practices. As part of this initiative, AAB aims to strengthen the technical and leadership capacities of Women Farmer Leaders who play a key role in promoting homestead gardening, climate-resilient farming, and peer learning within their communities.

To ensure effective capacity-building support, AAB will engage two consultants for two months to design, deliver, and monitor agricultural skill enhancement sessions for the Women Farmer Leaders.

#### 2. Objective of the Assignment

To provide technical and practical agricultural training to Women Farmer Leaders, enhancing their capacity in climate-smart, nutrition-sensitive, and sustainable agricultural practices for improved productivity and income generation.

#### 3. Scope of Work

The consultants will be responsible for:

- Developing training modules and session plans on key topics such as: climate-resilient farming techniques, homestead gardening and composting, seed preservation and organic pest management, water-efficient irrigation methods, and basic financial literacy and marketing for women farmers.
- Facilitating practical, field-based training sessions in selected camps/host community sites.
- Providing mentorship and on-site technical guidance to participants.
- Coordinating with ActionAid's project team for scheduling, logistics, and participant tracking.
- Submitting a final report summarizing activities, outcomes, and recommendations.

#### 4. Expected Deliverables

Deliverable	Timeline
Inception report including methodology and work plan	Week 1
Draft and finalize training module	Week 2
Conduct field-based training sessions	Weeks 3–7
Submit progress report	Week 5
Submit final report with outcomes, photos, and recommendations	Week 6

#### 5. Required Qualifications

- Bachelor's degree in Agriculture, Rural Development, or related field (Master's preferred).
- Minimum 2-3 years of experience in community-based agriculture or women's livelihood programs.
- Proven experience in conducting practical agricultural or homestead gardening training.
- Understanding of gender-responsive and climate-resilient agricultural practices.
- Excellent facilitation, reporting, and communication skills in Bangla and preferably Rohingya or Chittagonian dialect.

#### 6. Reporting and Supervision

The consultants will work under the direct supervision of the Project Manager of ActionAid Bangladesh and in close coordination with the Coordinator and Project Officer – WELP.

#### 7. Payment Terms

- Monthly payment of BDT 70,000 (including vat tax) upon submission of deliverables and approval of satisfactory performance.
- Payments will be made via account transfer following ActionAid's consultant payment procedures.

#### 8. Ethical Considerations

The consultants must adhere to ActionAid Bangladesh's Safeguarding Policy, Code of Conduct, and PSEA (Prevention of Sexual Exploitation and Abuse) Policy, maintaining confidentiality and respect towards all participants and community members.

#### 9. Submission of Proposal:

- Last date of Application is **15 November 2025**.
- Please click below the link to submit your proposals:

Link: <https://jobs.actionaidbd.org/consultancy>