

“Revitalizing the Jamaican Cocoa Sector”

**Funded by the Inter-American Development Bank (IDB) through the
Multilateral Investment Fund (MIF)**

Technical Cooperation number: ATN/ME-13437-JA

Terms of Reference
For
Fair Trade Consultant

Background:

The Jamaica Cocoa Farmers’ Association (JCFA) was formed in May 2008 as a non-profit farmers’ organization to pursue a farmer-centered approach towards the sustainable development of the cocoa sector in Jamaica. As part of this effort, the JCFA has developed a plan to empower cocoa communities to participate in a deregulated cocoa industry. The Jamaica Cocoa Farmers’ Association (JCFA) will achieve this through improved technology; technical assistance education and training. This will enable its members to participate effectively in a deregulated cocoa industry

The overall objective of this MIF funded project is the capacity building and strengthening of the Jamaica Cocoa Farmers’ Association (JCFA), its members and the Jamaican Cocoa sector to provide a sustainable return for its members and the wider cocoa community. The project has four (4) main components as given below:

- Research and Technical skills development to Enhance Productivity of the Cocoa Farms
- Building capacity to manage agricultural and food production systems
- Building capacity for strategic Management and marketing
- Capturing and Disseminating Knowledge

Purpose of Consultancy:

The purpose of the consultancy is to help JCFA develop standards in order to attain Fair Trade Certification and the attendant opportunities that will be passed on to farming communities where JCFA operates.

Specific Objectives:

The objectives of the consultancy under this TOR are as follows:

1. To assist in the performance of tasks necessary for JCFA to achieve Fairtrade Certification;
2. Contribute to the livelihood improvement of JCFA members by increasing access to international markets through Fair Trade Certification;
3. Contribute to the development and management of standards, in particular of Fairtrade Minimum and Premium Prices and related standard setting methodologies;

4. Strengthen the capacity of JCFA so as to ensure that Fairtrade certification benefits JCFA members through continuous analysis and feedback on certification decisions;
5. Provide training and communication on Fairtrade International's prices and price-setting;
6. Liaise and facilitate information exchange between JCFA and Fairtrade International;

Deliverables:

The following deliverables are envisioned under this TOR:

1. Submission of a detailed work plan;
2. Develop and implement the relevant protocol regarding Fairtrade system so that JCFA can achieve Fairtrade certification;
3. Work with and train JCFA staff and members about Fairtrade International standards and certification processes;
4. Submission of a manual/handbook with the required protocols and standards JCFA must adhere to in order to be in compliance with Fairtrade International Standards. This manual/handbook must also outline how farmers and workers can reap the benefits of JCFA having achieved and maintaining Fairtrade Certification.

Knowledge & Experience:

All applicants must have the following minimum qualifications:

- University degree in the Social Sciences/Agricultural Sciences;
- Professional experience in international food certification would be an asset;
- Experience working with small farmers organizations;
- Excellent communication skills both in writing and verbally
- Analytical capacity to make complex issues easily understandable
- Excellent knowledge and understanding of voluntary certification schemes
- Experience with Corporate Social Responsibility and certification systems would be an asset.

Duration of Contract

This contract is for twelve (12) months.

Submission of CV

Detailed CV must be submitted to Jamaica Cocoa Farmers' Association, by 4:00 p.m. Friday, August 8, 2014, e-mail to: proj.jobs@gmail.com