

**Terms of References (TORs), Short Term Consultancy Services required in
Agriculture Delivery Unit (ADU)**

1. Communication Consultant

The responsibilities of the Communication Consultant will include but not limit to the following:

- Develop strategies for integrating communication and media management, in close collaboration with Wings of Agriculture Department
- Work with policy makers, related staff from Wings of Agriculture Department, donor community and other stakeholders in gathering data to ensure that the communication needs of various beneficiary groups are being considered in developing communication and media plans
- Develop annual work plan with design, implementation, and reporting related to initiatives in communication and media management in collaboration with the Information Directorate of the Agriculture Department
- Conceptualize and provide technical backstopping to Wings of Agriculture Department in improving information dissemination and positive projection of the department in farming communities, general public, donor community and decision makers
- Provide technical support to Wings of Agriculture Departments in communicating success stories, developing fact sheets, information packs, project presentations etc.
- Oversee the development, production and distribution of print and electronic communication material, including management of department's website and initiate a social media program for Agriculture Department
- Provide guidance and assistance in monitoring and evaluation and documentation of communication and media results
- Represent Agriculture Department in communication and media management related discussion at different forums
- Work closely with concerned departments and donors to develop and implement communication strategy in the context of special donor funded projects
- Carryout any additional task assigned by Secretary, Agriculture and/or Chief Technical Advisor, Agriculture Delivery Unit

Qualification and experience requirements:

- Bachelors (04 years) or Masters degree in Information, Communication or other related field
- More than 06 years of experience in the agricultural and/or international development sector
- Experience in developing communication strategies and communication material for development programs
- Excellent Urdu and English writing skills

2. Climate Change Advisor

The responsibilities of the Climate Change Consultant will include but not limit to the following:

- Develop strategies for mitigation and adoption of climate change in context of agriculture sector and agriculture value chain with a robust framework to act as basis for climate change action
- Develop a financing structure for implementation of adaptation, and align donor support behind Agriculture Department's priorities, engage in planning processes to ensure that climate resilience and low carbon growth issues are well integrated.
- Conceptualize and provide guidance and technical backstopping in the implementation of projects and programs to the Wing of Agriculture Department, ensuring their readiness by capacity building in climate smart programming
- Coordinate with the internal and external stakeholders in policy formation and advocacy through building awareness on climate change implication and mitigation strategies
- Support the Department to attract international financing for climate change adaptation, resilience and mitigation measures particular to agriculture sector and agriculture value chain
- Provide effective technical support to project teams on roll out recognized and approved models on environment and climate change (e.g. Farmer Managed Natural Regeneration, Climate Smart Agriculture, Conservation Agriculture with Trees etc.)
- Provide guidance and assistance in monitoring and evaluation and documentation of climate change results
- Represent Agriculture Department in climate change related discussion at different forums
- Carryout any additional task assigned by Secretary, Agriculture and/or Chief Technical Advisor, Agriculture Delivery Unit

Qualification and experience requirements:

- Bachelors (04 years) or Masters degree in Environmental Sciences, Sustainable Development or relevant field
- More than 08 years of experience in program management in the area of environment and climate change
- Excellent knowledge in a range of climate change thematic areas (adaptation, mitigation, technology transfer, and financing)
- Excellent Urdu and English writing skills