**Terms of Reference**

**Job Title:** Consultant (for conducting Study of Local Resources)

**Organization:** CARE International in the Caucasus

**Project:** Participatory Rural Development in Georgia

**Place of Assignment:** Kakheti Region (Lagodekhi municipality including all fifteen communities and the city of Lagodekhi, with travel to Tbilisi)

**Type of Service:** Local hire

**Report to:** Evaluation Consultant directly reports to the designated CARE / project staff

**Duration:** 4 weeks

**Start Date:** 10 March, 2017

**BACKGROUND**

**CARE International in the Caucasus** in partnership with ETEA Foundation for Development and Cooperation is implementing the project ‘Participatory Rural Development in Georgia’ which aims to contribute to poverty reduction and improved employment and living conditions in rural areas of Georgia. Through the establishment of a model of participation and cooperation in local development that takes into account the European experience, the project will help foster the expansion of non-farm rural enterprises as well as the modernization of the agricultural sector to boost its income generating capacity.

The project’s specific objective is to create an enabling environment for sustainable pro-poor socio-economic development in the district of Lagodekhi. The project promotes and uses an integrated approach to socio-economic development which takes into account not only the creation of employment and income-generation opportunities, but also factors such as community relations and development, human development, preservation of natural resources, cultural cooperation, civic integration, etc.

CARE International in the Caucasus is currently seeking the services of a qualified consultant / company to carry out analysis of territorial resources, existing and potential competitive advantages, markets and value chain, links with neighboring municipalities (both in Georgia and Azerbaijan), socio-cultural considerations, etc. The study will be conducted to address a better view of the socio economic reality of the territory and as an important input to re-launch the working dynamic of the LAG members through working groups.

The study is also to update the data about the key stakeholders and past actions implemented in Lagodekhi in order to encourage their involvement in the project activities and further raise their awareness of the LEADER approach and its benefits for rural development.

The list of thematic issues of the local resources to be analyzed is the following:

|  |  |
| --- | --- |
| **Agriculture** | Land resources  Water  Services  Value chains  Organizations/projects working in Lagodekhi |
| **Tourism** | Attractions, monuments, landscape  Infrastructure  services  Potential |
| **Environment** | Natural resources  minerals  Flora, fauna |
| **Socio-Cultural** | Ethnic diversity  Cultural diversity  youth  Gender |
| **Services** | basic services, communal  Healthcare  school  kindergarten  municipal |
| **Infrastructure** | Agriculture  Roads  Civil infrastructure |

**Additional important components will be studied:**

1) % of the population below the international poverty line.

2) % of the population living in households with access to basic services.

3) % of women who are active users of financial services.

4) % of women who (report they) are able to equally participate in household financial decision-making.

5) % of people of all genders who have meaningfully participated in formal (government-led) and informal (civil society-led, private sector-led) decision-making spaces.

The study will provide information on the policies, strategies, programs, and projects carried out in or affecting the development of Lagodekhi municipality. It will also map the private and public stakeholders, policies, programs and projects implemented in Lagodekhi. The survey will include the qualitative and quantitative methods and a particular section of gender analysis, including women’s and men’s roles in economic and social life throughout Lagodekhi municipality, as well as analysis of structural, relational and agency-related barriers to women’s equal participation.

According to the above mentioned the Consultant will undertake the following:

* Develop and discuss with relevant project staff the study methodology.
* Obtain approval from designated CARE / project staff on the methodology at the stage of designing the survey instruments (questionnaires, interviews etc.);
* Conduct field visits during the survey process;
* Conduct a series of meetings and interviews with individuals or focus groups.
* Measure the level of gender, environment and youth sensitivity among major stakeholders (general public and local governments) in target regions;
* Prepare a comprehensive report (in English and Georgian) including: study methodology, major findings and the frequency of variables, analysis, conclusions and a set of recommendations.
* Prepare the first draft version of the study (English and Georgian) no later ***than March 30, 2017.***

**REQUIRED QUALIFICATIONS AND COMPETENCIES:**

* Experience in conducting quantitative and qualitative research in areas with similar socio-economical conditions;
* Ability to conduct extensive interviewing in a relatively short period at a reasonable cost;
* Ability to translate the survey instruments and outputs from English into Georgian and vice versa;
* Capacity in data entry, processing, analysis and associated report preparation;
* Highly organized and detail-oriented with a track record of providing consistently high quality work;
* Excellent customer service attitude;
* Strong inter-personal and communication skills (including listening skills);
* Problem solving approach and ability to move groups to consensus;
* Ability to work confidentially, with discretion;
* Flexibility to handle a variety of tasks simultaneously and shift priorities according to arising needs;

**DESIRED QUALIFICATIONS:**

* Proven experience of working in the area of Kakheti region, in particular Lagodekhi municipality
* Basic knowledge of social sphere needs and agricultural production practices.

Service fee will be commensurate to knowledge and experience of the applicants.

Interested applicants (both: legal entity and /or individual consultant) should submit the following documents:

- Resume

- Cover letter

- Proposal (i.e. a comprehensive plan of the activities as related to the terms of reference, a proposal should indicate sound implementation methodology, anticipated levels of effort, timeframe, output format and presentation, no longer than 2 page)

The package of above mentioned documents have to be sent to Juba Maruashvili, Project Manager, Rural Development Project (ENPARD), to the following address: [juba\_maruashvili@care.org.ge](mailto:juba_maruashvili@care.org.ge)

In case of further questions, please contact: Juba Maruashvili at: 577 99 79 54

Deadline for submission of the documents is March 6, 2017