



TERMS OF REFERENCE

RESEARCH AND ANALYSIS OF ENVIRONMENTAL MANAGEMENT, CLIMATE CHANGE AND DISASTER RESILIENCE AMONGST FAIRTRADE COMMUNITIES

BACKGROUND AND INTRODUCTION

Based on internationally recognised standards for sustainability and trade, Fairtrade ensures the payment of a fair price for globally traded agricultural products, enabling farmers to provide for their families and invest in local community development. The international Fairtrade system is delivering benefits to 1.6 million small-scale producers throughout the developing world.

Fairtrade Australia and New Zealand (ANZ) is a not for profit, non-governmental organisation that links disadvantaged producers in developing countries with businesses and consumers in the Australia and New Zealand. Fairtrade ANZ aims to increase the market demand for Fairtrade certified products in both countries, and to support Fairtrade producer organisations in Papua New Guinea, Timor-Leste and the Pacific islands to link to global markets.

In 2018, Fairtrade ANZ launched its latest collaboration with the New Zealand Ministry of Foreign Affairs and Trade (MFAT), a three year project aimed at increasing access to market for Fairtrade coffee and cocoa farmers in Papua New Guinea. As part of this project, Fairtrade ANZ is working to integrate the cross cutting themes of gender equality, environmental sustainability, intergenerational sustainability and child protection across all of its programmes. To better understand how Fairtrade ANZ can enhance its focus on environmental sustainability, a baseline study will be conducted to gauge the level of understanding and practical skills amongst Fairtrade producer organisations in relation to environmental management, climate change and disaster awareness/preparedness. The study will be used to identify gaps in understanding amongst participants and inform future Fairtrade ANZ interventions.

SCOPE OF THE ROLE

Based in Papua New Guinea, the consultant will be responsible for undertaking field research in three communities in which Fairtrade ANZ currently works. In each community, the consultant will be expected to conduct interviews via a questionnaire with individuals identified by Fairtrade ANZ, conduct three focus groups within each community and make observational notes.

The content of the focus group discussions and the questionnaire will be based on pre-existing data collected and commissioned by Fairtrade ANZ and from other sources. The questionnaire will be prepared by a Fairtrade ANZ staff member and be designed in Kobo Humanitarian Response for use in the field. The consultant will use the Kobo app on a tablet provided to record interviewee's answers as well as keep their own notes. For focus groups all discussions will be recorded on to the tablet and later transcribed with the consultant keeping their own notes.

The research period will fall between May-June 2019 and all outputs will be delivered no later than August 2019. The consultant will be expected to travel to remote parts of Papua New Guinea.

OBJECTIVES

The objectives of the study are to:

1. Evaluate the knowledge, attitudes and practices amongst producer organisations and their communities about the environment, climate change and disaster preparedness/awareness
2. Understand which weather events and disasters are having the biggest impact on the coffee/cocoa production and Fairtrade communities
3. Assess if and the extent to which weather events and disasters are affecting cash crop, food production and food security



4. Establish a set of recommendations which can inform future Fairtrade ANZ climate change and mitigation interventions and project development

EXPECTED OUTPUTS

The expected project outputs to be submitted to Fairtrade ANZ will be:

1. Detailed report and set of recommendations based on findings, following a structure agreed between the consultant and Fairtrade ANZ such that it meets the objectives of the research and answers some of the guiding questions that are outlined in the Project Plan
2. Any photographs and/or video footage from the research
3. All raw data collected through the research process

SELECTION CRITERIA

Essential

- Fluency in Tok Pisin and English both written and spoken
- Proven experience in collecting impact stories or conducting impact assessments or other types of evaluation or research related to sustainable agricultural production, biodiversity protection, and/or resilience & adaptation to climate change in the tropics/in developing countries
- Proven experience in evaluation techniques and data collection/analysis methodologies relevant to this project (participatory and innovative research methods, quantitative and qualitative analysis skills, etc.)
- Research experience or strong understanding of producer livelihoods and/or certification systems
- Demonstrated ability to present data concisely and clearly in report form
- Demonstrated ability to deliver against project outcomes and against project timelines
- Existing research experience, research networks, and partnerships in Papua New Guinea
- Demonstrated understanding of Fairtrade principles, key tools and approaches, a willingness to learn about the Fairtrade Theory of Change, standards and producer support, and Fairtrade structures
- Willingness to travel too and stay in remote parts of Papua New Guinea

Highly Desirable

- Research experience with gender issues, in particular in the context of environmental issues

FAIRTRADE ANZ POLICIES

All staff, consultants and volunteers of Fairtrade ANZ must agree to and comply with Fairtrade ANZ's policies on anti-fraud and corruption, child protection, capacity building, code of conduct, complaints handling and whistle blowing, control of funds, counter-terrorism, gender equality and travel security¹. A capacity assessment will be made on the consultant's ability to comply with these policies and ongoing monitoring and reporting on adherence to these policies will be a part of the project activities.

BUDGET

The budget for the consultancy is set at PGK 250 - 500 per day, depending on the experience of the consultant. Accommodation and flights will be provided for by Fairtrade ANZ, all meal and other costs should be covered in the day rate.

¹ All of these policies can be found at:

<https://drive.google.com/drive/folders/1QeI0eG9MSXfdLvxMnUelcUQspWlzngr>



APPLICATION PROCESS

If you are interested in being considered for this consultancy, please send a project proposal which includes expected daily rate. Please also include a cover letter and CV outlining how your experience is relevant to the *Essential and Desirable* selection criteria by **Friday, May 10th** to astra@fairtrade.org.nz.