



## ***TERM OF REFERENCE FOR CONSULTANT***

**JOB TITLE:** COORDINATOR OF LIVING INCOME STUDY  
**Location:** Central Aceh, Bener Meriah and Situbondo District  
**Purpose:** To Coordinate the Implementation of the Living Income Study  
**Post Holder Reports To:** Fairtrade International Living Income Project Coordinator  
**Coordinate With:** Fairtrade Regional General Manager South East Asia and Indonesian Program Officer

### **Background**

Fairtrade is an alternative approach to conventional trade and is based on a partnership between producers and consumers. Fairtrade aims to support small-scale producers and workers who are marginalized for the benefits of trade.

Fairtrade's vision is a world in which all small producers and workers can enjoy secure and sustainable livelihoods, fulfil their potential and decide on their future. To fulfil this vision, Fairtrade has identified 3 long-term goals: Make trade fair, Empower small producers and workers and Foster sustainable livelihoods.

Fairtrade's Theory of Change has sustainable livelihoods as its ultimate goal, to achieve through trade on equitable terms. Income and sustainability are closely related. In order to enjoy sustainable livelihoods, small-scale farmers and workers need to earn sufficient income for a decent standard of living, so they can send their children to school, eat nutritiously throughout the year, have some savings for unexpected setbacks, retain future generations in farming and allow elders to retire with dignity. Aiming for this, Fairtrade has developed its living income strategy for smallholders and a living wage strategy for hired workers.

Fairtrade's Living Income Strategy outlines a holistic approach towards sustainable livelihoods for smallholder farmers. Besides optimizing farm yields and improving efficiencies at individual farm and organizational level, a sustainable price is needed which allows farmers who have reached an adequate sustainable productivity to earn a living income.

Fairtrade initiates its Living Income journey in coffee with a baseline study and an income and productivity gap analysis in 7 countries, including Indonesia. Based on this analysis, the minimum conditions for making a living income from farm revenues will be determined and Living Income Reference Prices for coffee can be calculated. In Indonesia, the living income study will be conducted in 4-5 selected certified coffee Producer organizations mainly in Central Aceh region.

To ensure smooth implementation of this study, we are calling for candidate to take responsibility as the coordinator of this study. She/he will lead the implementation of the study and coordinate all the field work over a period of 14 months. To perform the tasks, it is important for the candidate to meet the criteria listed below:

### **Qualifications & Experience**

- Minimum bachelor's degree (Masters is preferable) in Agriculture, Development and Social science or other related field with equivalent experience
- Prior successful experiences in coordinating social research, Monitoring and Evaluation.
- Good proficiency in English
- Computer literacy (excellent IT skills); competent in the use of Microsoft Excel, Word, and other MS tools

### **Specific requirement:**

- Knowledgeable about the coffee industry
- Experience in working with producer organizations and farmers (speak their language)
- Excellent communication skills
- Good understanding of cost of production
- Organized, systematic, quality oriented
- Likes to gets dirty boots (not an office executive type of person)

### **Primary tasks:**

- Lead overall project implementation
- Conduct training of trainers on farm record keeping
- Quality assurance both at SPO as at farmer level
- Coordinate data collection, validation and data analysis
- Make inventory of available relevant secondary data/studies for comparison
- Prepare stakeholder workshop (logistics and content)

### **Deliverables:**

- Interim progress reports
- Preliminary and final data analysis (from farm records and secondary sources)
- Stakeholder workshop organization and report
- Financial reports

### **Working Conditions**

- This post will be based primarily in the field; Flexibility is important; the flexibility to work extended hours, weekends and holidays may be necessary
- A substantial proportion of the post-holder's time will be spent in field conditions whether this is for training or projects implementation purposes.
- Having a valid driving license for car and motorbike would be an advantage;

This job description is intended as a guide and should not be viewed as an inflexible specification as it may be varied from time to time based on discussions with the post holder and the reporting manager. The post holder will be expected to work to agreed objectives, which should facilitate achievements of key responsibilities.

### **Application (Deadline 30 June 2019)**

Please send your expression of interest with the latest CV via email: [hr@fairtradenapp.org](mailto:hr@fairtradenapp.org) and cc to [erwin.novianto@fairtradenapp.org](mailto:erwin.novianto@fairtradenapp.org). Please indicate: '**Application for Coordinator of Living Income Study**' as the subject of your email. Only qualified candidate will be contacted for interview.