

Terms of Reference

Volunteer for the Ambohimahamasina Soamiray Cooperative

Introduction

Feedback Madagascar / Ny Tanintsika (FBM/NT) (www.feedbackmadagascar.org) is looking for one or more volunteers to help the Soamiray Lady Basket-Weavers Cooperative in Ambohimahamasina. The volunteer will be responsible for helping Soamiray at management level, in particular the operationalization of the Basketry Centre (BC) built at Ambohimahamasina in the village's administrative centre. The Basketry Centre has been planned as a place of exchange, information, training and sales outlet for the Soamiray Lady Basket-Weavers Cooperative. With three dormitories and a canteen, the Centre can put up tourists. This rural village abuts the newly protected 'COFAV' (Ambositra – Vondrozo Forest Corridor) area.

Mission

To improve the well-being of the population in the target area.

To help Soamiray to become a functional, independently managed, cooperative structure that is efficient and transparent (at both workshop and central level).

Responsibility

The volunteer will be responsible for:

- Strengthening Soamiray's capacity for managing the Centre and marketing the products
- Contributing to the operationalization of the BC at Ambohimahamasina.
- Helping prepare project documents, fund raising and finding partners.

Tasks

- Help improve the BC management in general.
- Strengthen Soamiray's organizational ability.
- Help Soamiray ensure the quality of its products so as to meet national and/or international market requirements.
- Develop Soamiray's activities by integrating it into the sphere of community-based ecotourism in Madagascar.
- Prospect among various potential tour operators to develop the accommodation aspect.
- Help plan and implement BC-related activities.
- Draw up a strategy for the BC's sustainable management and its relationship with the shop in Ambalavao.
- Contribute to the preparation of project / fund-raising documents.
- Undertake project fund raising.
- Undertake promotion / marketing for Ambohimahamasina and Soamiray.
- Help find partners in the project framework.
- Contribute to FBM/NT publicity and communication;
- Systematically update the Feedback Madagascar web page for this project.
- Attend the weekly field team coordination meeting.
- Submit a monthly report, including timesheet / individual accomplishments plan, and a personal monthly planning (timetable).
- Organize, plan and coordinate the collecting of data required for the project
- Contribute to the identification, development and implementation of strategies, approaches and tools to strengthen capacity-building for the staff and project beneficiaries.
- Represent FBM/NT and participate in achieving its objectives.

Hierarchical contacts

The volunteer will work under the Regional Coordinator / Programme Manager in line with the NT organization chart.

Work contacts

The volunteer will work closely with the entire FBM/NT team and particularly the Regional Coordinator, Programme Manager and accompanying on-site technicians.

He will supervise the Soamiray Cooperative and work in collaboration with FIZAM and the COBA.

He will also work closely with the decentralized state departments.

Objective / result

He will contribute to the operationalization and autonomy of the Ambohimahamasina Soamiray Cooperative and the FBM/NT mission.

Means of assessment

- The operationalization of the BC.
- The preparation of quality project / fund-raising documents.
- The results of the fund raising enterprise.
- The amount and type of support for the target groups and FBM/NT members.
- The help provided for expanding the partnership.
- The personal monthly work plan and the schedule of accomplishments / timesheet.
- The periodic (self-)assessment.

Required qualifications

- Bac +3 (BA).
- Proven experience in the same field (preparation of project documents, support for cooperatives, project management, promotion of ecotourism or marketing).
- Dynamic and showing initiative.
- Upright, methodical, rigorous, professional and well organized.
- Good interpersonal skills.
- Fluent in French and a knowledge of English.
- Speaks Malagasy or is willing to learn.
- Computer literate; access to a laptop would be an asset.
- Willingness for development work.
- Very mobile; ability to walk and move frequently between villages.

Minimum duration of the voluntary work

12 months

Practical and logistic Information:

Location: The village of Ambohimahamasina in Ambalavao District of the Upper Matsiatra region. It is 39 km from the district's administrative centre (the town of Ambalavao) via a semi-paved track.

Accessibility: Bush taxis serve Ambohimahamasina almost daily (apart from Sunday). There are more bush taxis on market days (Monday and Thursday).

Accommodation: Room provided by FBM/NT at Ambohimahamasina and also at Fianarantsoa (near the regional office). Water from a standpipe near the house. There is no electricity. Cooking facilities (with gas / coal / wood) to be provided by the volunteer.

Catering: The volunteer's responsibility.