

## TERMS OF REFERENCES (ACT2021/072)

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**Position Title** : Consultant  
**Contract Type** : Periodic  
**Duty Station** : Paramaribo  
**Reports to** : Program Manager - Country Manager  
**Period** : 15<sup>th</sup> June – 15<sup>th</sup> October 2021

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### **ABOUT THE ORGANIZATION**

Amazon Conservation Team Suriname (ACT-Suriname)

The Amazon Conservation Team (ACT-S) is a nonprofit organization dedicated to preserving rainforests through partnership with indigenous and other tribal communities in Suriname. We have a unique niche among environmental nonprofits working in the tropics: ACT protects the rainforest by working hand-in-hand with indigenous peoples and other local communities in the Amazon. Specifically, we seek to steadily increase the number of local communities in the interior of Suriname that are able to monitor, sustainably manage and protect their traditional forestlands and significantly increase the area of Amazonian rainforest with improved protection.

ACT's strategic approach to conservation, focusing on sustainable land management and protection, secure and sustainable livelihoods, and strengthened community governance and culture, supports our vision for the Amazon and provides a clear, unified and long-term direction for how our organization operates. The Amazon Conservation Team Suriname (ACT Suriname) was officially established in 2002 to strengthen ACT's relationship with the indigenous and tribal communities in central and southern Suriname.

### **BACKGROUND PROJECT:**

Curuni is a community of approximately 50 Trio indigenous people, located in southwestern Suriname, which has been inhabited since 1984. This village is a 2-hour flight from Paramaribo. The livelihoods of Curuni villagers are primarily subsistence-based - dependent upon hunting, fishing and cassava production from farm plots. Six out of ten householders have a formal cash income, ranging from SRD 400 to SRD 1,800 per month. Residents also occasionally sell dried fish and meat to surrounding villages. However, these income streams are generally insufficient to meet the basic financial needs of the community. In this situation, community leaders approached ACT for assistance in developing a livelihood value-chain activity that protects both the traditional village lifestyle and the forest. The livelihood activity they choose is the processing of Brazil nuts into Brazil nut oil.



## **PURPOSE**

The feasibility study aims to determine if a Brazilian nut oil processing unit in the village of Curuni can be technically, culturally and economically viable.

## **COMPONENTS TO INCLUDE IN THE ASSIGNMENT ARE**

- Economic, socio-cultural, and ecological aspects must be considered in this study to determine the potential and requirements for a successful, long-term enterprise;
- A clear financial analysis of profitability, investment budget, and Return of Investment (ROI) must be made and the researcher must indicate a marketing strategy.
- The lifestyle of the villagers, their habits, and customs, which may or may not affect the implementation of the project and visa-versa, should be considered in this study.
- The researcher must use all ecological data (collected or advised to collect) from the field (Curuni and surroundings) when conducting this feasibility study, such as number of locations with Brazilian nut trees, number, quality and size of trees per location, flowering and fruiting period, fruit and seed production per tree, seed dispersal, and the wildlife involved in dispersal.
- The researcher must indicate in the analysis how the sustainability of the project can be guaranteed - how will sustainability be defined and monitored – from ecological, cultural, and economic perspectives.
- In making final recommendations, the researcher will indicate if the project is worth the time, effort, and money and whether it corresponds to the strategic goals and long-term aspirations of the organization (Cost- Benefit Analysis)
- Include risk analysis in the final product

## **APPROACH**

The contract starts upon signing the results to be achieved within the set timeline for an agreed fee. Payment will be made according to a schedule of results achieved and approved reports. Travel and accommodation costs from Paramaribo to the research area are at the expense of the client. The researcher will work through the local contact persons in the research areas. The researcher will be introduced to these persons via ACT. The researcher must adhere to the ACT field protocol at all times. This includes following FPIC guidelines, observing the confidentiality of village events, etc.



## TIMELINE & DELIVERABLES

<u>PRODUCTS</u>	<u>DELIVERABLE</u>	<u>DEADLINE</u>	<u>PAYMENTS</u>
	<u>SIGNED CONTRACT</u>	<u>15 JUNE, 2021</u>	<u>PAYMENT 1</u>
<u>PRODUCT 1</u>	<u>ECOLOGICAL FEASIBILITY STUDY FOR COMMERCIALIZING THE BRAZIL NUT AT CURUNI</u>	<u>15 JULY, 2021</u>	<u>PAYMENT 2</u>
<u>PRODUCT 2</u>	<u>INVESTMENT PLAN FOR THE BRAZIL NUT PROCESSING UNIT AT CURUNI</u>	<u>15 AUGUST, 2021</u>	<u>PAYMENT 3</u>
<u>PRODUCT 3</u>	<u>CULTURAL FEASIBILITY STUDY OF COMMERCIALIZING THE BRAZIL NUT AT CURUNI</u>	<u>15 SEPTEMBER 2021</u>	<u>PAYMENT 4</u>
<u>PRODUCT 4</u>	<u>FINANCIAL FEASIBILITY FOR COMMERCIALIZING (C-B ANALYSIS) THE BRAZIL NUT AT CURUNI</u>	<u>15 OCTOBER 2021</u>	<u>PAYMENT 5</u>

## PAYMENT SCHEDULE

- Payment 1 - 20% upon confirmation of engagement
- Payment 2 - 20% approval of deliverable 1
- Payment 3 - 20% approval of deliverable 2
- Payment 4 - 20 % approval of deliverable 3
- Payment 5 - 20% approval of deliverable 4

## SKILLS, KNOWLEDGE & EXPERIENCE

- A completed relevant university education and experience in conducting research in the interior.
- Experience in conducting market research and feasibility studies.
- Experience in conducting research among the target group and affinity with the target group.



**DIMENSIONS:**

This position reports to the Program Manager, Country Manager, and the ACT-Suriname Program Director (PD). Special reporting to the Finance Manager and in general the ACT team in Suriname.

**WORKING CONDITIONS/ENVIRONMENT**

The consultant may work from his own office. Domestic travel is mandatory for this assignment.

**WORKING RELATIONSHIP:**

- Team members ACT-Suriname
- Consultant Josta Nieuwendam
- Members of the interior community

**DURATION**

This assignment has a maximum duration of approximately 4 months.

**HOW TO APPLY**

Submission of the following documents can be addressed to: email [a.haynes@act-suriname.org](mailto:a.haynes@act-suriname.org)

Requested documents:

- a) A cover letter including the applicant's specific technical competencies in the consulting field
- b) Curriculum vitae
- c) Technical proposal including a methodological approach

The deadline for application is **7<sup>th</sup> of June 2021**

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The information contained in this description has been designed to indicate the general nature and level of work performed by employees or consultants within this classification. It is not designed to contain or to be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees or consultants assigned to this job.