



# Candidate Brief

**CABI Country Associate – Myanmar**

**Plantwise**

**April 2016**

## CABI BACKGROUND

**CABI ([www.cabi.org](http://www.cabi.org)) is a not-for-profit development-led organization supported by a solid scientific research base and a world class publishing service. Our mission is to improve people's lives worldwide by providing information and applying scientific expertise to solve problems in agriculture and the environment. Our work increases food security and protects biodiversity.**

We have around 500 staff based in 16 countries. We have offices in Brazil, China, Ghana, India, Kenya, Malaysia, Pakistan, Switzerland, Trinidad & Tobago, the UK and the USA.

CABI is an intergovernmental organization that can trace its origins back to 1910. Our mission and direction are influenced by government representatives from our 48 member countries who help guide the activities we undertake. These include scientific publishing, development projects and research, and microbial services. We are also leading a major new initiative, Plantwise, which aims to improve food security and the lives of the rural poor by reducing crop losses.

### CABI's Knowledge Business

We produce key scientific publications for the global research community, including CAB Abstracts, the world-leading database covering agriculture and environment, and Global Health - the definitive bibliographic database for public health information. We also publish multimedia compendia, books, eBooks and full text electronic resources aiming to further science and its application to real life. Our Knowledge Business also supports our international development mission with the creation of innovative information solutions and appropriate technologies to transfer knowledge to farmers and extension workers. Behind each of our products is a team of subject specialists committed to delivering the most relevant and authoritative information to users worldwide.

### Development projects and research

Our staff research and find solutions to agricultural and environmental problems. We use science, information and communication tools to help solve issues of global concern. Our work is arranged around four core themes:

- **Commodities** – we work to enable smallholder commodity farmers to compete in global markets. We diagnose and control plant pests and diseases, and help farmers get a better price for their crops. We work on crops such as coffee, cocoa, wheat, rice and cotton.
- **Invasive species** – we are helping to reduce the spread and impact of invasive weeds such as Japanese Knotweed, water hyacinth and insects such as coffee berry borer and cocoa pod borer. We also advise countries at a policy level about agriculture, trade and the environment.
- **Knowledge for development** – we work with farmers, extension workers, researchers and governments to deliver agricultural knowledge and develop communication strategies and systems.

### Microbial services

We manage one of the world's largest genetic resource collections, the UK's National Collection of Fungus Cultures. We conduct microbiological identifications, provide cultures for sale, and offer preservation and consultancy services. We are also screening our collection, looking for natural products such as antibiotics, vitamins and enzymes.

### Plantwise

Plantwise is a global programme, led by CABI, to increase food security and improve rural livelihoods by reducing crop losses. Sustainable networks of local plant clinics provide farmers with practical plant health advice, reinforced by the Plantwise Knowledge Bank, an online gateway to plant health information. Working in close partnership with relevant actors, Plantwise strengthens national plant health systems from within, enabling countries to provide farmers with the knowledge they need to lose less and feed more. [www.plantwise.org](http://www.plantwise.org)

## THE ROLE

<b>Job title:</b>	Plantwise CABI Associate
<b>Salary:</b>	Commensurate with skills and ability
<b>Reporting to:</b>	Plantwise CABI Country Coordinator (CCC) for Myanmar
<b>Direct reports:</b>	None
<b>Location:</b>	Yangon, Myanmar

### Purpose of the role

The job holder will become part of the Plantwise implementation team to manage implementation in Myanmar. He/she will be expected to backstop in-country activities, provide liaison between CABI, national and international partners in Myanmar, and assist in the preparation of project activity plans, budgets, and reports.

### Key Accountabilities

- to support the CCC in all aspects of managing the implementation of Plantwise activities in Myanmar;
- to facilitate in-country planning workshops with key partners and help develop country-specific plans for Plantwise implementation based on annual budgets allocated;
- to establish and, where necessary, follow up on signed agreements with senior officials from government agencies and other partner organisations;
- to facilitate the establishment of a Plantwise steering committee and a national forum, or link with existing ones, to ensure effective communication between all partners;
- to liaise with and provide secretarial support to the Plantwise Steering Committee on Plantwise matters;
- to organise, support, and where necessary, deliver Plantwise training courses for plant doctors, national trainers and other relevant partners;
- to provide technical backstopping for the establishment and running of plant clinics, ensuring that appropriate processes and tools are used to achieve an effective advisory service;
- to support plant clinic data management processes by in-country partners, for streamlined data collection, verification and validation;
- to link plant clinics with other extension approaches (e.g., plant health rallies) to provide plant health information on topics identified through clinic data analysis;
- to support the Knowledge Bank team in analysing existing information sources and services in each target country, identifying information service requirements, and developing processes that enhance access to plant health information;
- to facilitate the development of technical documents (e.g., pest management decision guides, pest identification tools, etc.) to support advisory services in line with national pesticide regulations and agricultural production standards where appropriate;

- to facilitate linkages between plant clinics and national/international diagnostic services, recommended agro-input suppliers, and research bodies;
- to support the implementation of monitoring and evaluation (M&E) processes according to an agreed plan;
- to report on activities implemented and lessons learned by regularly updating of the Plantwise Online Management System and submitting reports to the CCC;
- to ensure adherence to CABI policies and procedures, including access to biodiversity, quarantine, HR and Health & Safety requirements, financial and project management procedures, and IPR procedures.

## PERSON SPECIFICATION

### Qualifications

**Required:** A first degree and/or higher qualification in agriculture or biological sciences

**Desirable:** A basic knowledge of pest management and agricultural extension systems

### Knowledge & skills

#### *Required*

- At least five years' post qualification experience
- In addition to Myanmar language, fluency in English, with excellent written and oral communication skills
- Understanding of systems of government agricultural extension services and policies of Myanmar
- Broad understanding of the use of applied biological science in agricultural production
- Familiarity with management of agricultural projects
- Good working knowledge of the MS Office suite

#### *Desirable*

- Accreditation of English level (e.g. TOEFL or similar accreditation)
- Ability to work across cultural and multidisciplinary teams

### Previous experience

#### *Required*

- Leadership in managing a project that involved working with or in collaboration with government agencies and agricultural field staff
- Experience in working with the international development cooperation community in Myanmar

### Personal characteristics

#### *Required*

- Highly motivated, organized and adaptable, with strong inter-personal and communication skills
- Capable of working independently as well as part of a team
- Able to work under pressure and deliver high quality products to tight deadlines, including occasional out-of-hours working
- Trustworthy and capable of dealing with sensitive information in a discreet and confidential manner
- Robust with the operational grip and capacity to handle a demanding workload, including extensive and frequent travel

#### *Desirable*

- Ability to articulate scientific concepts to technical and non-technical persons
- Strong networking skills
- Ability to work and interface both internally and externally, including at senior levels

**NOTE**

This job description is not intended to be exhaustive. It is expected that the post holder and CABI will adopt a flexible attitude and accept that the duties may have to be varied according to circumstances, in particular changing corporate requirements and individual development needs

**HOW TO APPLY**

To apply please send a covering letter quoting **Job Reference 17/2016** and detailing how you meet the candidate profile and a full CV to [a.siva@cabi.org](mailto:a.siva@cabi.org) and copy in [w.loke@cabi.org](mailto:w.loke@cabi.org). Please also state where you saw this advertisement.

**Please note closing date for receipt of applications is 31 May 2016**