



# Expressions Of Interest (EOI)



## **Selection of Individual Consultants** **Ministry of Agriculture, Livestock, Lands and Irrigation** **Smallholder Agribusiness and Resilience Project (SARP)**

Calling EOI for hiring of the following positions on Consultancy Basis.

1. **Senior Project Engineer (01 position) - Project Management Unit**
2. **Finance Officer (01 position) - Project Management Unit**
3. **Programme Officer (Administration) (01 position) - Project Management Unit**
4. **Programme Officer (Puttalam) (02 position) – HUB 01 Office at Nikawaratiya**
5. **Programme Officer (Kurunegala) (04 positions) – HUB 01 Office at Nikawaratiya**
6. **Programme Officer (Matale) (01 position) – HUB 01 Office at Nikawaratiya**
7. **Programme Officer (Anuradhapura) (02 position) – HUB 02 Office at Madawachchiya**
8. **Programme Officer (Vavuniya) (01 position) – HUB 02 Office at Madawachchiya**
9. **Programme Officer (Mannar) (01 position) – HUB 02 Office at Madawachchiya**
10. **Finance & Administration Officer (01 position) – HUB 02 Office at Madawachchiya**

The closing date for the submission of application will be **12<sup>th</sup> January 2026**

Please visit [www.sarp.lk](http://www.sarp.lk) for more details about the required qualifications, experience, and as well as the application procedure.

**Project Director,**  
**Smallholder Agribusiness and Resilience Project,**  
**No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.**

28<sup>th</sup> December 2025



## Expressions Of Interest (EOI)



Smallholder Agribusiness  
& Resilience Project

### **Selection of Individual Consultant Ministry of Agriculture, Livestock, Lands and Irrigation Smallholder Agribusiness and Resilience Project (SARP)**

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10. Finance & Administration Officer (01 position) – HUB 02 Office at Madawachchiya

#### **General Conditions Applicable for the Above - Mentioned Positions**

All the Qualifications should be in the relevant field of the post. (Please refer the attached TOR)

#### **Age Limit**

Candidates who are **below 45 years of age** are encouraged to apply

#### **Languages**

Excellent written and verbal communication skills in English and Tamil with Sinhala She/He should have a good sound knowledge in Microsoft office packages as most of the work need to be done by him/herself. Working knowledge of another official language is desirable.

#### **Duration of the Service**

Duration of services - the duration of the post is mentioned in particular Term of Reference (TOR)

### **Location**

Project Management unit is located in Battaramulla. Hub offices located in (Hub 01) Nikawaratiya and (Hub 02) Madawachchiya. However, traveling to project locations mentioned in the post are involved frequently.

Those who are interested **can download the TOR & EOI through website [www.sarp.lk](http://www.sarp.lk)**. Please forward your proposal (complete resume with relevant copies of the certificates and experiences as per the TOR) **on or before 4.30 p.m. on 12<sup>th</sup> January 2026 by registered post/by hand to reach the following address and e-mail a soft copy of the registered post application with all the documents indicating subject of the email as the post you apply to [procurementsarp@gmail.com](mailto:procurementsarp@gmail.com)** Please indicate name of the post you apply on the top left-hand corner of the envelope.

For more details, please contact Procurement Specialist on **+94 77 344 1309** or **[procurementsarp@gmail.com](mailto:procurementsarp@gmail.com)** during working days, from 9.00 a.m. to 3.00 p.m.

### **Address**

**Project Director,  
Smallholder Agribusiness and Resilience Project,  
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.**

**28<sup>th</sup> December 2025**

**Terms of Reference (TOR)**  
**Programme Officer (HUB 01 & HUB 02) – Individual Consultancy Basis - Full Time**

Position Title: Programme Officer – Individual Consultant (Full-Time)  
Project: Smallholder Agribusiness and Resilience Project (SARP)  
Duty Station: Assigned Districts (Mannar, Vavuniya, Anuradhapura, Matale, Kurunegala, Puttalam) with frequent field travel. Assigned project area for each officer will be decided based on the implementation of SARP project activities mainly agribusiness development project areas  
Duration: 12 person-months (initial 06-month contract, renewable based on performance)  
Monthly consultancy: Rs. 79,120.00 + Rs. 15,000.00 Travelling Allowance all-inclusive per month.  
Payment:  
Reporting to: Project Management Unit (PMU) through Hub Coordinators and Thematic Specialists

### **1. Background**

The Smallholder Agribusiness and Resilience Project (SARP) is jointly financed by the International Fund for Agricultural Development (IFAD) and the Government of Sri Lanka. The project aims to enhance the climate resilience and market participation of 40,000 rural households across six districts: Anuradhapura, Vavuniya, Matale, Mannar, Puttalam, and Kurunegala within the three river basins namely Malwathu Oya, Mee Oya and Deduru Oya. SARP is executed by the Ministry of Agriculture, Livestock, Land and Irrigation through a central Project Management Unit and two regional hubs. The overall objective of the SARP programme is to 30 percent income increase of the 40,000 HHs targeted.

### **2. Objectives of the Assignment**

The Programme Officer will support the effective implementation of project interventions at the field level. S/he will assist Hub Coordinators and provide operational support to project specialists in the areas of livelihood development, agro-enterprise development, gender and social inclusion, youth entrepreneurship, environmental safeguards, nutrition, rural finance, and Farmer Field School (FFS) implementation.

### **3. Scope of Work**

Coordinate and facilitate implementation of SARP project activities at the field level with the support of line agencies and other stakeholders of the industry under the supervision and guidance of SARP HUB coordinator and PMU.

### **4. Key Responsibilities**

#### **4.1 Field Implementation Support**

- Develop demographic, human, and physical profiles for allocated Grama Niladari Divisions (GNDs).
- Facilitate project roll-out in collaboration with Hub Coordinators and Thematic Specialists.
- Assisting identification of potential farmers for SARP activities.

- Provide technical assistance to farmers and beneficiaries, promoting climate-smart agriculture and improved practices.
- Assist in the organization and implementation of community planning exercises, training programs, and establishment of demonstration plots.
- Identify training needs and support the development of extension materials.

#### **4.2 Enterprise and Value Chain Development**

- Under the guidance of relevant Specialists, implement income-generating activities aligned with priority value chains.
- Develop district-level agro-enterprise action plans.
- Support producer groups in business planning and facilitate access to finance and markets.
- Build stakeholder linkages, including private sector engagement.
- Monitor business plan submissions and provide capacity building to community facilitators.

#### **4.3 Livelihood Development & Resilience activities**

- Assess livelihood gaps and resilience needs of smallholder farmers and identify suitable interventions aligned with project objectives.
- Support farmer households to diversify into new income-generating activities.
- Mobilize women, youth, and marginalized groups to actively participate in livelihood activities.
- Conduct and coordinate farmer trainings on improved practices and farm management.
- Establish linkages between smallholder farmers and input suppliers, service providers, processors, and markets.
- Facilitate collaboration between SARP livelihood activities and government extension programs to enhance support and resources for farmers.
- Monitor livelihood interventions' impact on income, food security, and resilience, and document success stories and lessons learned.

#### **4.4 Youth entrepreneurship programme**

- Program officer is responsible for overall youth entrepreneurship development program of SARP.
- Work in allocated GNDs with relevant stakeholders such as GNs, AIs, LDIs, ARPAs, etc. to identify prospective youth with entrepreneurship skills and link them with SARP – YED program. (Distributing and Assisting youth to complete EOIs)
- Hand over potential EOIs to BPEC of PMU through AC.
- Build Capacity of youth entrepreneurs, especially assisting them to prepare business proposals to start and expand their enterprises.
- Assist to develop a youth policy and drive towards to reach 20% of youth beneficiary target.
- Keep close collaboration with stakeholders in private and public sectors in order to assist youth to build up market linkages.

#### **4.5 Nutrition**

- Assist in designing and rolling out nutrition interventions in Farmer Field Schools.
- Develop training packages and support field-level delivery of nutrition and inclusion programs.
- Provide technical and logistical support to core trainers and extension teams.

#### **4.6 Rural Finance Support**

- Contribute to the development and implementation of SARP's rural finance strategy.
- Support assessments of financial service needs and supply.
- Facilitate linkages with financial institutions and implement financial literacy initiatives.

#### **4.7 Social Inclusion and Gender**

- Take the lead in the social mobilization and community development processes in their respective local areas.
- Draw up guidelines and criteria for the selection of the cadres of community facilitators (CFs) to be employed by the project.
- Facilitate the formation, organization and training of community members to form Community Development Fora,
- Collect the basic demographic data of the community (Total, Male, Female, Youth, Disable, widows, special need if any)
- Assist the Social Inclusion and Institutions specialist and other SARP specialists to develop terms of reference for national service providers in areas related to social mobilization and gender related issues.
- Contribute in participatory planning covering socio-economic and Gender aspects.
- Monitor the implementation of the services and the outcomes achieved by the local service providers with regard to farmer group composition, social inclusiveness, internal cohesion and reciprocal trust
- Assist in providing data to meet the projects monitoring and evaluation
- Facilitate linkages between communities and implementation partners both within or external to achieve the project objectives of SARP.

#### **4.8 Natural Resource Management & Environmental Safeguard**

- Take a lead in the community-based natural resource management planning in the selected catchment areas and provide guidance on issues related to the management of natural resources through the implementation of construction activities and value chain initiatives.
- Preparation of Environmental and Social Safeguard Management Plans for each sub projects
- Ensure that natural resource management and environmental safeguards measures are being properly address in each sub projects by continuous monitoring
- Special attention to reforestation program with forest department by regular monitoring to recommend the periodic payments
- Conduct relevant cascade management committee forming and training programs together with the disaster management trainings

#### **4.9 Monitoring and Reporting**

Regularly monitor and track field-level implementation of project activities including:

- Beneficiary registration & profiles
- Production data (crops, livestock, poultry etc.)
- Training & capacity building Participants records
- Infrastructure rehabilitation progress (tanks, feeder roads, agro-forestry etc)
- Financial inclusion / loan & grant utilization

- Identify implementation challenges and propose corrective measures in coordination with the M&E Assistants, Hub Coordinators and Specialists.

#### 4.10 Reporting & Documentation

- Prepare **monthly and quarterly workplans** aligned with project targets.
- Compile and submit **progress reports** (activity-wise and district-wise) using the given formats
- Contribute inputs to the Project MIS updates, baseline/midline/endline survey data, and project logframe indicators.
- Ensure monthly/quarterly/annually submission of accurate field data and reports to the Monitoring & Evaluation Assistant/Hub Coordinator

#### 4.11 Data Collection

Capture, compile, and maintain field-level data in a standardized format including:

- **Training Programs Data** – number of sessions held, participants lists (disaggregated by gender/youth), topics covered
- **4P, YED, Nutrition, and Resilience Data** – type of activity, beneficiaries' lists, financial disbursement, physical progress, outputs achieved, and lessons learned.
- **Socio-economic Data** – household profiles, income changes, access to markets, and food security indicators where relevant.
- **Resilience Indicators** – climate-smart practices adopted, resource management practices, and productivity improvements.
- Collect **qualitative evidence** (case studies, success stories, challenges, and testimonials) to support project knowledge management.

#### 4.12 Coordination

- Work closely with Hub Coordinators, Specialists, and PMU M&E Division to ensure consistency in monitoring and reporting.
- Support the organization of review meetings, data verification exercises, and joint monitoring visits.

#### 4.13 General Support

- Organize workshops, field demonstrations, and coordination events with line departments.
- Undertake any other duties as assigned by the Project Director, Deputy Project Director, or Thematic Specialists.

### 5. Required Qualifications and Experience

Educational Qualifications (any one of the following):

- Bachelor's Degree in Agriculture, Nutrition, Bioscience, or a relevant field, recognized by the University Grants Commission (UGC) of Sri Lanka.
- Degree recognized by the UGC with experience in foreign funded projects
- An equivalent qualification recognized by the UGC.
- An associate membership or professional qualification in a relevant field from a recognized institution.

- National Vocational Qualification (NVQ) Level 7 or above with 2 years of relevant post-qualification experience.
- NVQ Level 6 with 7 years of relevant post-qualification experience.
- NVQ Level 5 with 12 years of relevant post-qualification experience.

## **6. Additional Requirements**

- Prior experience working in IFAD-funded or similar donor-funded projects is an advantage.
- understanding of IFAD and GoSL operational rules and procedures.
- Proficiency in MS Office (Word, Excel), internet usage; knowledge of OPEN System software is a plus.
- Strong interpersonal, communication, and analytical skills.
- Excellent written and verbal communication skills in Sinhala/Tamil and English; proficiency in Tamil/Sinhala -is an advantage\_ for the respective applicant.
- Valid motorcycle riding license is desirable due to frequent field travel.

## **7. Deliverables**

- GND-level profiles
- Monthly and quarterly activity and progress reports
- Training and workshop records
- Reports on micro-projects and business plans
- Contributions to M&E data and knowledge products

## **8. Reporting Line**

The Programme Officer will report to the respective Hub Coordinator and work under the technical guidance of the relevant Thematic Specialists. Oversight will be provided by the Project Director and Deputy Project Director.