

Terms of Reference – Consultancy to Develop a Training Manual on Livestock Production and Management

1.0 Background

Poverty and limited access to economic opportunities in Northern Ghana continue to pose significant security threats to the country, serving as fertile grounds for the propaganda of violent extremist groups to fester. Recognizing this, the Ghana Center for Democratic Development (CDD-Ghana) with funding and technical support from the Global Community Engagement and Resilient Fund (GCERF) introduced the *“Bridging the Gap: Promoting Socio-Economic Inclusion, Social Cohesion, & Peacebuilding for Vulnerable Communities”* project in the Upper West, Upper East and Northeast regions, to complement efforts in building communities’ resilience against violent extremism. A key component of this initiative is improving livelihoods and increasing economic opportunities for residents, particularly youth, in these regions.

A baseline study conducted by CDD-Ghana suggests that a greater proportion of residents are interested in livestock production due to its economic viability and the potential to improve livelihoods. However, the lack of technical knowledge of livestock production and management limit youth participation in this industry. In order to increase youth participation in livestock agriculture by improving their knowledge of livestock production and management, CDD-Ghana is seeking to engage an experienced consultant in livestock agriculture to develop a training manual on livestock production and management. The manual will serve as a practical guide for farmers, extension workers, and trainers, and will integrate climate-smart practices. It is expected that youth participation in livestock agriculture will contribute to improving their livelihoods while reducing their susceptibility to being recruited by violent extremist groups.

2.0 Objective

The objective of this assignment is to produce a comprehensive, structured, and user-friendly manual with illustrations, on livestock production and management to enhance farmers’ knowledge of livestock agriculture. The manual shall include key components such as breeding, feeding, disease control, housing, marketing and livestock health, while integrating climate-smart practices.

3.0 Scope of Work

The consultant will:

1. Conduct a desk study on livestock production in Ghana, taking cognizance of existing policy frameworks, and livestock training materials and how they support livelihoods.
2. Develop an inception report detailing the methodology, outline and workplan for developing the manual.
3. Develop a comprehensive and user-friendly training manual on livestock production and management. The manual should include case studies, exercises, and easy-to-understand illustrations. It will also add a question and answer section that will respond to common but confusing questions in livestock farming and marketing and provide answers to them.

4.0 Expected Deliverables and Timelines

- An inception report – 2 days
- A desk study report – 3 days
- Draft training manual – 3 days
- Draft training manual validation meeting report – 1 day
- Final training manual – 1 day

5.0 Qualifications and Experience

The consultant should have:

- Advanced degree in Animal Science, Veterinary Services/Medicine, Agricultural Extension, or a related field.
- At least 5 years of professional experience in livestock development, animal husbandry, and farmer capacity building.
- Proven expertise in developing training materials/manuals for agriculture or livestock.
- Familiarity with participatory and adult-learning training methodologies.
- Strong writing, communication, and facilitation skills.
- Ability to present technical information in clear, simple, and farmer-friendly language.

6.0 Application Procedures

Interested consultants should submit:

- A technical proposal detailing the approach to developing the training manual. The technical proposal should include the workplan.
- A financial proposal
- At least one previously completed sample work
- An updated CV of the consultant(s)

Applications should be submitted to k.aborampah@cddgh.org no later than **September 19, 2025**.