

# AGRIPOOLERS FOR AGRITERRA



## AGRIPOOL

Qualified employees complete consulting assignments at farmers' organisations and cooperatives in emerging markets.

### PARTNERSHIP AGREEMENT BETWEEN AGRITERRA AND YOUR ORGANISATION

Your organisation informs the employees and managers about the partnership.

At least 8 weeks before the start of the assignment.

#### AGRIPOOLER INTAKE

Interested persons get in touch with the contact person for the Agripool or with Agriterra at [agripool@agriterra.org](mailto:agripool@agriterra.org). Agriterra also requests that CVs are submitted in English.

##### Target groups

- Cooperative directors
- Youth council members
- Employees
- Other members

#### VACANCY

Agriterra forwards the vacancy to the contact person within your organisation. The motivation, aim and background of the consulting assignment are set out in the Terms of Reference (ToR).

#### RESPONSE

Interested candidates who match the requested profile consult with their supervisor and can apply. They will be recommended to Agriterra.

#### SELECTION

Agripool recruiters recommend the candidates to the business advisors in the various countries and they select a candidate.



### THE TRIP: WHO DECIDES ON WHAT?

#### THE AGRIPOOLER

Makes practical and critical arrangements by:

- Reading documents sent to them
- Applying for visas
- Arranging vaccinations with the Health Service (GGD)
- Organising travel to and from the airport
- Registering with the 24/7 Foreign Affairs information service via <https://informatieservice.nederlandwereldwijd.nl>

#### YOUR ORGANISATION

- Signs the contract and receives compensation from Agriterra (if applicable) due to employee absence.
- Facilitates exchange with other Agripoolers.
- Ensures all financial arrangements regarding the deployment are resolved.

#### AGRITERRA

- Provides information about the visa procedure.
- Arranges all logistical matters and accommodation and provides key information (see briefing).
- Makes arrangements with the client.

## DEPLOYMENT PROCESS IN 4 STEPS

#### 4 SECURITY CHECK

Agriterra follows a security protocol (available on request). The Agriterra business advisor performs a final security check for the destination. The Agripooler receives an information form for the family remaining at home.

#### 3 BRIEFING

The business advisor informs the Agripooler about the assignment in detail, the team members involved and the practical aspects of the trip.

#### 2 CONTRACTING

Contract between Agriterra and your organisation. Rights and obligations are set out.

#### 1 RISK & ACCEPTANCE

The risk acceptance form has to be signed.

## PROCESS ON RETURNING HOME

#### REPORT

The Agripooler submits a report to the relevant business advisor within 4 weeks of finishing the assignment. An external agency is responsible for editing the report and its layout.

#### DECLARATIONS

The Agripooler submits an overview of their (travel) expenses.

#### DEBRIEFING

A review of the assignment together with the Agriterra business advisor in the Netherlands.

#### PAYMENT

A lump-sum payment is made to your organisation after the report is approved. Any expenses are also reimbursed.

#### ONLINE EVALUATION

All parties evaluate the assignment using an online questionnaire. Improvement areas will be acted upon.

#### IMPACT

The impact of the assignment often does not become clear until later. We do our best to keep our Agripoolers informed. We also use the website and newsletter for this purpose.

## CONSULTING ASSIGNMENT

### 1. WELCOME BY LOCAL AGRITERRA TEAM

### 2. PERFORMANCE OF ASSIGNMENT

The assignment is carried out with support from a business advisor, who is up to speed on all frameworks and customs. A daily evaluation is carried out with the business advisor. Agriterra appreciates being kept in the loop on all experiences and results via social media.

Action by Agripooler

Action by Agriterra

Action by organisation