

TERMS OF REFERENCE (ToR)

Agriculture Technical Associate

Unit: Living Mountain Lab (LML)

ToR

About ICIMOD

The Hindu Kush Himalaya (HKH) region stretches 3,500 km across Asia, spanning eight countries – Afghanistan, Bangladesh, Bhutan, China, India, Myanmar, Nepal, and Pakistan. Encompassing high-altitude mountain ranges, mid-hills, and plains, the zone is vital for the food, water, and energy security of up to two billion people and is a habitat for countless irreplaceable species. It is also acutely fragile – and frontline to the impacts of the triple planetary crisis of climate change, pollution, and biodiversity loss.

The International Centre for Integrated Mountain Development (ICIMOD), based in Kathmandu, Nepal, is an international organisation established in 1983, that is working to make this critical region greener, more inclusive and climate resilient. For more information, read our [Strategy 2030](#) and explore our [website](#).

Position overview

The Living Mountain Lab (LML) is an asset of the International Centre for Integrated Mountain Development (ICIMOD) for testing and demonstration of innovative solutions to critical mountain problems. Located in the Phulchowki landscape, south-east of the Kathmandu Valley, the LML operates on the concept that 'seeing is believing'. Accordingly, the LML has been designed as an open space for the demonstration of successful solutions that have been tested together with those across the Hindu Kush Himalaya (HKH). The LML currently demonstrates around 90 customizable solutions which support minimisation of community climate risks, improve agricultural productivity, and enhance ecosystem services.

The Agricultural Technical Associate plays a pivotal role in advancing LML's mission to demonstrate and scale sustainable mountain agriculture. This position combines hands-on field management with technical innovation to optimise productivity, train stakeholders, and implement climate-resilient practices, with a focus on agriculture, mushroom cultivation, agroforestry, and soil health. The Associate also ensures seamless coordination between field operations, data-driven decision-making, and capacity-building initiatives aligned with LML's goals.

Responsibilities

The LML Agricultural Technical Associate will be responsible for supporting the delivery of results in line with the commitments we have made in our [Strategy 2030: Moving Mountains](#) and our [Medium-Term Action Plan V \(2023–2026\): Embracing Change and Accelerating Impact](#).

The Agricultural Technical Associate shall fulfil the following duties and responsibilities:

1. Agricultural innovation and operations

- Provide technical guidance to enhance productivity and quality of LML's agricultural systems (crops, mushrooms, and agroforestry).
- Supervise and allocate labour to maximise efficiency across field operations.
- Implement climate-resilient practices (e.g. soilless cultivation, Integrated Pest Management) and monitor outputs.

2. Training and capacity building

- Conduct practical training sessions to strengthen staff and local communities on:
 - the best practices in mountain agriculture
 - mushroom cultivation techniques
 - sustainable soil and pest management
- Guide visitors through LML's agricultural demonstrations.

3. Data collection and reporting

- Systematically collect and analyse agricultural and mushroom cultivation data (yields, inputs, biological production efficiency, pest/contamination incidence, and others).
- Contribute to training materials and technical reports for internal and external stakeholders.

4. Laboratory and technology management

- Enhance laboratory skills, focusing on tissue culture and advanced cultivation techniques, including innovative practices.
- Maintain and troubleshoot field/lab equipment (e.g. lab, hydroponics, cold storage).

5. Safety and compliance

- Enforce safety protocols for fieldwork and equipment use.
- Ensure adherence to organic/low-impact farming standards.

Person specification

ESSENTIAL

- A master's degree in agriculture, horticulture, forestry, or a closely related field with two years of relevant experience or a bachelor's degree in the stated field with four years of relevant experience.
- Hands-on experience in agricultural management, including:
 - Field-based crop/mushroom production systems
 - Labour supervision and workflow optimisation
- Proven ability to enhance agricultural productivity (e.g. yield improvement, resource efficiency).
- Experience designing and delivering training programs for farmers/staff.

- Familiarity with mountain-specific challenges (e.g. soil erosion, water scarcity, climate resilience)
- Strong people management skills, with experience in multicultural teams.
- Ability to work proactively and independently with minimal supervision.
- Fluency in English (writing reports, technical documentation, and presentations).

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- Worked with international development organisations.
- Practical experience with laboratory techniques (e.g. tissue culture, soil/plant analysis)
- Knowledge of HKH-specific agricultural systems and socioecological challenges.
- Commitment to gender equity and social inclusion in agricultural programs.
- Understanding of gender-sensitive approaches to farming systems and training.

Reporting and supervising

The LML Agricultural Technical Associate will report to the LML Site Management and Innovation Specialist and will also work in close collaboration with other team members and workers of the LML, as well as the Units of ICIMOD and where relevant.

Location

You will be working in a cross-cultural, impact-oriented environment at ICIMOD's Living Mountain Lab in Godavari, Kathmandu, Nepal. Occasional travel within the HKH region may be required.

Duration

One year with a three months' probation period. There is a possibility of extension, subject to performance and ICIMOD's future funding levels.

Remuneration

This is a local position for Nepali nationals only. The starting annual gross salary for this position is NPR 932,508/- (negotiable based on experience and qualifications). Gross salary comprises basic salary, provident fund, and family/post adjustment allowance. Salaries and benefits at ICIMOD are competitive compared with other international organisations.

We offer a comprehensive benefits package which includes child/dependency allowances, insurances (medical, life and accidental), children's education grant for maximum two children below 18 years of age, severance pay, paid leave (30 holidays and 10 public holidays per year) and a day care facility.

ICIMOD's core values

Our core values are integrity, neutrality, relevance, inclusiveness, openness, and ambition. These values are an expression of our culture and are central to the guiding beliefs and principles of our work and behaviour. Our core values will lie at the heart of ICIMOD operations and delivery. They will underpin everything we do and frame how we work with our partners. They reflect our founding intentions and the balances we seek to hold, while equipping ourselves for the future.

Diversity, equity, inclusion, and safeguarding

ICIMOD's human resource selection process is based on the qualifications and competence of the applicants. As an employer, ICIMOD is committed to promoting diversity, equity, and inclusion, and offers equal opportunities to applicants from all backgrounds and walks of life, including but not limited to gender, age, national origin, religion, race, caste, ethnicity, sexual orientation, disability, or social status. ICIMOD strongly encourages applications from all eligible applicants, especially women, from all parts of the HKH region.

ICIMOD is dedicated to establishing and upholding a safe and nurturing work environment, where all its employees can participate fully and meaningfully without fear of violence, harassment, exploitation, or intimidation. Any type of abuse or harassment, including sexual misconduct (including child abuse), by our staff, representatives, or stakeholders is not condoned or tolerated.

Method of application

Applicants are requested to apply online before July 2, 2025 (11:59 PM Nepal Standard Time UTC+05:45) through the [ICIMOD Vacancy Application Portal](#).

Only shortlisted candidates will be notified.