

Dear Fellow,

We are pleased to inform you of your selection as a **Field Agent and Relationship Manager** for the **Digital Village** programme.

Your engagement will be for a **three-month period**, effective **May 27, 2025**, and concluding on **August 26, 2025**.

Please note that this engagement is on a contract basis and does not constitute employment or create an employer-employee, agency, or corporate affiliation relationship with the undersigned party.

If you accept this offer, kindly review the terms and conditions of your contract as outlined below:

Contract Term:

The term of this Agreement shall begin on **May 27, 2025**, and end on **August 26, 2025**.

Responsibilities:

Your role will include, but not be limited to, the following:

- Enroll **20 residents onto the programme (10 from Kura and 10 from Gwagwalada LGA)**
- Conduct **baseline, midline, and endline surveys** to gather data on the impact of the technology intervention on their productivity
- Submit **biweekly reports** on the challenges they face adopting these new technologies and their milestones
- Manage and maintain the relationship between the programme and the enrolled respondents
- Escalate any issues or concerns that arise to the appropriate channel

Reporting & Documentation:

You are expected to document all relevant activities, engagements, and updates, and submit reports as required throughout the duration of your contract.

Stipend:

You will receive a monthly stipend of **₦50,000** (Fifty Thousand Naira).

If you accept the terms outlined above, please sign and return a copy of this letter for our records.

Name: Elena Emmanuel Ajamba

Signature:

Date: May 22nd, 2025