Contractor Opening No.: ITC/CIC/77/2022

Date: 23 December 2022

The International Trade Centre is looking for a:

Institutional Sustainability Expert

<table>
<thead>
<tr>
<th>Division/Section:</th>
<th>Division of Sustainable and Inclusive Trade - Green and Inclusive Value Chains</th>
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</thead>
<tbody>
<tr>
<td>Type of assignment:</td>
<td>National Consultant</td>
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<td>Type of contract:</td>
<td>Daily Based</td>
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<tr>
<td>Duty Station:</td>
<td>Home Based, Eswatini</td>
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<td>Duration of assignment:</td>
<td>7 months</td>
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**Background**

The International Trade Centre (ITC) is a joint agency of the United Nations and the World Trade Organization for trade-related technical cooperation in developing countries.

The Eswatini Government identifies agriculture as one of the main drivers of growth and jobs as stipulated in the Eswatini National Development Strategy and Vision 2022 and developed the Economic Recovery Plan 2020 which identifies the private sector as an engine for economic growth. In collaboration with the Eswatini Government and through funding from the European Union, ITC is supporting the Eswatini Government to achieve its development objectives through the implementation of two interconnected projects, namely, “Eswatini project: Promoting jobs and growth through competitive alliances I” that aims to unlock the key constraints to jobs and growth in Eswatini by improving the policy and regulatory framework for private sector development and through the development of selected value chains; and “Promoting jobs and growth through competitive alliances II” supports the ease of doing business environment in Eswatini.

With major focus on the development of agriculture and agri-business value chains and crafts, the Eswatini project is designed to achieve two key outcomes: (1) adopting and implementing business-friendly, inclusive and responsible national policies and legal frameworks, and (2) strengthening productive, processing, promoting and marketing capabilities and value chains.

**The specific objectives of Eswatini I are the following:**

- **Specific Objective 1 (SO1):** Competitiveness' of the value chain actors assessed, and capacity of support ecosystem analysed
- **Specific Objective 2 (SO2):** Public Private Alliances convened in selected value chains resulting to improved jobs and growth
- **Specific Objective 3 (SO3):** Capacities of business support institutions and associations enhanced with improved and a more inclusive delivery of support services to MSMEs.
- **Specific Objective 4 (SO4):** MSMEs, SEs and Producers association investment strategies developed
The specific objectives of Eswatini II are the following:

**Specific Objective 1 (SO1):** Strengthen public-private dialogue on ease of doing business and MSME competitiveness.

**Specific Objective 2 (SO2):** Increase value addition, productivity and competitiveness through responsible producer-buyer alliances.

**Specific Objective 3 (SO3):** Enhance capacity of trade and investment promotion bodies and/or MSMEs and private sector associations to take advantage of opportunities offered by the SADC-EU EPA

The two Actions are funded from 11th European Development Fund (EDF) EA-SA IO Regional Indicative Programme through a specific partner country window. The title of the Actions are: “Support to Job Creation and the Investment Climate – Eswatini window”, and “Support Programme to the Economic Partnership Agreement Implementation in the Kingdom of Eswatini”

The ITC Division of Sustainable and Inclusive Trade (DSIT) leads ITC’s work in relation to sustainable and inclusive value chains. The Green & Inclusive Value Chains section (GIVC) within DSIT is responsible for sector-wide transformation and improving market linkages and private sector competitiveness linked to responsible production and consumption, climate resilience, food security, sustainable standards and market systems. The section utilizes the Alliances for Action (A4A) methodologies. The A4A is a participatory partnership model that engages smallholder farmers and MSMEs to manage risk and facilitate networks that provide the required technical expertise and capacity building. They aim to increase competitiveness of value chain actors while ensuring compliance with environmental, economic and social requirements through mapping of the key environmental, economic and social risks affecting value chain operations in Eswatini.

**Description of Duties/Responsibilities**

The selected candidate will work under the overall guidance of Head, Inclusive Agribusiness Systems, and direct supervision of the A4A Eswatini Project Manager and in close coordination with the local project team to undertake for the following duties:

- Deliver BSO capacity development activities as per project workplan;
- Monitor and analyze the development and implementation of BSO capacity development activities within the framework of the project support to institutions and in close coordination/synergy provided to MSMEs;
- Reviews relevant documents and reports; identifies risks, problems and issues to be addressed and proposes corrective actions; liaises with relevant parties; identifies and tracks follow-up actions;
- Coordinate project activities closely with support institutions, service providers, farmer coops, MSMEs, larger enterprises and Value Chain operators ensuring implementation is aligned with beneficiaries and project objectives;
- Monitor and report on key issues affecting support institutions and service providers to deliver targeted and relevant service to value chain operators; identify solutions and opportunities;
- Perform consulting assignments, in collaboration with the support institutions, service providers, and Value Chain actors, by conducting interviews, planning and facilitating workshops, other interactive sessions and assisting in developing the action plan the client will use to manage the change;
- Develop and conduct targeted training programmes on assigned topics/activities on institutional sustainability issues;
- Draft inputs for technical papers and analytical studies on assigned institutional sustainability issues; formulates, identifies and analyses project proposals;
- Provide institutional perspectives and inputs to the development of sustainability strategies and compliance framework development for selected companies, including the review and analysis of issues and trends, preparation of evaluations or other research activities and studies;
- Undertake survey initiatives; design data collection tools; reviews analyze and interpret response, identify problems/issues and prepare conclusions;
• Prepare various written outputs, e.g. draft background papers, analysis, sections of reports and studies, inputs to publications, etc.
• Provide substantive support to consultative and other meetings, conferences, etc., to include proposing agenda topics, identifying participants, preparation of documents, concept note, speeches for dignitaries, events flyers, and presentations, etc.
• Undertake outreach activities; develops a communication strategies for selected institutions building on strategies for selected sectors
• Participate in or lead field missions, including provision of guidance to external consultants, government officials and other parties and drafting mission summaries, etc.
• Performs other duties as required.

**Expected Outputs and Timelines**

The consultant will submit a monthly report on the items below (total of 5 reports by the end of the contract):

- Delivery of capacity development work-plan for the BSOs- workshops, webinars, field visits etc. (As per monthly workplan)
- Capacity development reports and follow up actions (as per project monthly workplan)
- Reports on opportunities and risks from project partners and target beneficiaries (Monthly reporting)
- Report of capacity development priority areas for BSOs to develop services based on client needs as input for project work planning (Monthly reporting)
- Monitoring and follow up report on capacity development activities delivered and reporting on results achieved by the BSOs as a result of the training (Monthly reporting)
- Drafting of project quarterly and annual reports on activities related to BSOs
- Drafting of activities and communication materials relevant to BSOs activities (As per Monthly reporting)
- Attend regular team meeting and report on planned activities and M&E data

**Travel**

- The selected candidate must be available for travel to project field sites within Eswatini.
- Travel will be organized as per UN travel rules

**Skills**

- Understanding and direct knowledge of the MSME sector in Eswatini and the region
- Knowledge in the areas of agro-food processing, value addition, food technology, appropriate technologies, quality compliance and related areas

**Education**

- Postgraduate degree (MA/MSc/MBA, PHD or other)
- Advanced university degree (Master’s degree or equivalent) in agribusiness, business, administration, management, economics or a related field.
- Extensive relevant experience may be accepted in lieu of the university degree.

**Experience**

**Required Experience:**

- A minimum of five (5) years of relevant experience in project or programme management, administration or related area.

**Other Experience:**

- Experience in value chain development and agri-business. Experience with MSME development models. Experience with development projects in the region, ideally in Eswatini desirable.
**LANGUAGE**

- English mandatory