



**UNITED NATIONS INDUSTRIAL DEVELOPMENT ORGANIZATION**

**TERMS OF REFERENCE FOR PERSONNEL UNDER INDIVIDUAL SERVICE AGREEMENT (ISA)**

**SAPID 170095**

In the frame work of the West African Competitiveness Programme, UNIDO and ITC are implementing the regional component that includes the following four regional value chains:

- Cassava and derivatives
- Mango
- Textile and garment
- Information and communication technology (ICT)

The sub component implemented by UNIDO (West Africa Competitiveness and Quality Infrastructure Project - WACQIP) consists of the below two areas:

- Quality Infrastructure
- Business environment

On that note, we are looking to recruit national consultants in both areas.

In the area of Business environment, the job description is attached in both French and English version.

In the area of Quality infrastructure, a national consultant is to be recruited for each value chain cited above (Cassava & derivatives, mango, textile & garment, and ICT). Each of these four consultants must be an expert in the concerned domain and have proven knowledge in the area of quality infrastructure.

I would therefore be grateful if you could send us at least two CVs of candidates for each of the following positions, not later than July 15, 2019:

- National Consultant "business affairs" (As per attached document)
- National consultant "quality in the field of cassava and derivatives"
- National consultant "quality in the field of Mango"
- National consultant "quality in the field of Textile and garments"
- National consultant "quality in the field of ICT"

Thank you

<b>UNIDO Project Number &amp; Title</b>	SAPID 170095 West Africa Competitiveness Programme (WACOMP)
<b>Title:</b>	National Expert on improvement of business environment
<b>Main Duty Station and Location:</b>	Home-based
<b>Mission/s to:</b>	
<b>Start of Contract (EOD):</b>	

<b>End of Contract (COB):</b>	30 June 2020 (with the possibility of a further contract if deemed necessary and if mutually agreed)
<b>Number of days:</b>	50 w/d

## **ORGANIZATIONAL CONTEXT**

The national expert is expected to work under the supervision of HQ project manager and in cooperation with UNIDO team within the framework of West Africa Competitiveness Programme (WACOMP). The national expert will work in close collaboration with international experts involved in the implementation of the project and is expected to accompany them during their missions. The national expert will also work in close collaboration with the National European Union Delegation in the country. His/her duties shall be performed in accordance with applicable rules and regulations of UNIDO and this Job Description.

## **PROJECT CONTEXT**

The project aims to support the selected value chains at national and regional levels to promote transformation, better access to regional and international markets, taking into account social and environmental issues. The support will also cover the preparation of the regional policy framework for the 2 development of the value chains set in the regional industrial strategy.

With the specific objective of improving the performance and growth of selected priority value chains and related services in terms of transformation, industrialisation, regional trade and exports, the Programme will put an emphasis on value chains in line with the West Africa Economic Partnership Agreement (EPA) Development Programme (PAPED) and the regional industrial and private sector strategies.

It will specifically help to: (i) develop value chains, improve competitiveness of MSMEs, strengthen the supporting intermediate organisations and create better regional linkages among selected product value chain actors; and (ii) improve the business climate policy framework in line with the West African agenda and support capacities at national and regional levels. It will build on past support of the European Union in favour of competitiveness related issues, capitalize on lessons learnt and complement ongoing EU and other development partners' interventions.

To achieve these objectives, the Programme will be implemented through a national component in each concerned country by selected agencies and a regional component by UNIDO and the International Trade Centre (ITC). In accordance with the subsidiarity principle, the regional (ECOWAS/ West African Economic and Monetary Union (UEMOA)) component of the programme is structured to promote regional linkages between private sector operators and organisations of the selected value chains, in order to optimise the quality infrastructure for those value chains, to improve the regional business environment as well as to ensure all interventions of the programme positively contribute of the regional industrial strategy specific goals of increasing by 2030 (i) the rate of local raw material processing from current average of 15-20% to 30%; (ii) the contribution of manufacturing industries to gross domestic product (GDP) from the present average of 6-7% to over 20%; (iii) the intra-community trade in West Africa from less than 12% to 40%, with a 50% share of the region's trade in manufactured products; (iv) the volume of manufactured exports in West Africa to the world market from 0.1% to 1%. UNIDO will implement actions related to (i) the strengthening of the regional quality infrastructure system in order to support quality issues raised at regional value chains level, and (ii) the harmonisation, formulation and monitoring of the regional policy and framework to improve competitiveness, with a view to promote environmental issues.

## **MAIN DUTIES**

The national expert will perform the following tasks:

<b>Main duties</b>	<b>Concrete/ Measurable Outputs to be achieved</b>	<b>Expected duration / Date</b>	<b>Location</b>

1. Identify the key players (both buyers and sellers – multinational companies and/or large national companies) in the three selected vertical value chains (Cassava, Textiles and Garments, Mango) operating within, exporting to or importing from the country and develop a database of those key players in accordance with a common format provided by the UNIDO project manager.	Database of key players in the three selected value chains operating within, exporting to or importing from the country	10 w/d	Home-based
2. Raise awareness of and market a series of “Meet the Buyers” events in the country, including working closely with the Chambers of Commerce and industry in the country to deliver a series of awareness raising events to ensure a high level attendance at each event.	Awareness raising/ marketing campaign for the “Meet the Buyers” events organised and delivered in the country	10 w/d	Home-based
3. Support the UNIDO Project Manager in identifying business support organisations in the country that could host “Meet the Buyers” events, in assessing their capacity to host such events and in developing a database of those BSOs in accordance with a common format provided by the UNIDO project manager.	Database of BSOs in the country	5 w/d	Home-based
4. Support the UNIDO Project Manager in identifying training institutions in the country, in undertaking a capacity assessment of the training institutions, and in developing a database of those training institutions in accordance with a common format provided by the UNIDO project manager.	Database of training institutions in the country	5 w/d	Home-based
5. Provide administrative support to the selected training institution in the country with the organisation of an appropriate piloting of the planned enterprise training.	Effective piloting of the enterprise training in the country	5 w/d	Home-based
6. Provide administrative support to the UNIDO Project Manager with the implementation of a capacity building programme for the selected training institution in the country	Effective implementation of the training institution capacity building programme in the country	5 w/d	Home-based
7. Identify policy makers in the country responsible for and/or significantly involved in the formulation of government policy supporting the establishment and growth of MSMEs in that country.	List of policy makers in the country, involved in the formulation of government policy supporting the establishment and growth of MSMEs together with their full contact details.	5 w/d	Home-based

8. Identify key stakeholders in the country from both the public and private sector who have been involved in public-private partnerships and develop a database of those stakeholders and of all PPP projects implemented in that country in accordance with a common format provided by the UNIDO project manager.	A database of key stakeholders involved in PPP projects in the country and of all PPP projects implemented in that country	5 w/d	Home-based
9. Other such tasks of a reasonable nature as required by the UNIDO Project Manager			

The National Expert will also be responsible to contact the National European Union Delegation to inform them about the activities undertaken as part of the project.

### **REQUIRED COMPETENCIES**

#### ***Core values:***

1. Integrity
2. Professionalism
3. Respect for diversity

#### ***Core competencies:***

1. Demonstrated experience in managing for results and accountability for results achievement;
2. Proven capacity in the planning and organisation of complex development projects;
3. Communication and trust
4. Team orientation
5. Client orientation

#### ***Managerial competencies:***

1. Managing people and performance
2. Conflict resolution

### **MINIMUM ORGANIZATIONAL REQUIREMENTS**

**Education:** Advanced university degree in economics, business administration, or other relevant discipline.

#### **Technical and Functional Experience:**

- More than 10 years' senior management experience in either the public or private sector in the country
- Sound knowledge of the economy and industrial base of the country
- Ability to work under pressure and handle politically and culturally sensitive issues;
- Excellent communicator, proven experience in managing people and performance, decision-making and conflict resolution.
- Excellent writing, presentation and communication skills.
- **Language(s):** Fluency in written and spoken English. French would be an asset.