

AFRICAN DEVELOPMENT BANK GROUP



REQUEST FOR EXPRESSION OF INTEREST

SOCIAL EXPERT FOR RWANDA COUNTRY OFFICE - INDIVIDUAL LOCAL CONSULTANT

1.0 Introduction:

1.1 Established in 1964, the African Development Bank (AfDB) is the premier pan-African development institution, promoting economic growth and social progress across the continent. There are 80 member states, including 54 in Africa (Regional Member Countries - RMCs). The Bank's development agenda is delivering the financial and technical support for transformative projects that will significantly reduce poverty through inclusive and sustainable economic growth. In order to sharply focus the objectives of its Ten Year Strategy (2013 – 2022) and ensure greater developmental impact, five major areas (also known as High5s), have been identified for scaling up, namely; energy, agro-business, industrialization, integration and improving the quality of life for the people of Africa of which social and human capital development and youth employment are a key component.

1.2 The East Africa Regional Development and Business Delivery (RDGE) Department of the African Development Bank is responsible for the coordination of all programming activities to ensure regional and country focus in Bank Group operations. It serves as the focal point for Bank Group operations in RMCs and is also responsible for the continued enhancement of the Bank's visibility and operational effectiveness at country level.

1.3 Operating under the RDGE, the Rwanda Country Office (CORW) is mandated to deliver on the Bank's commitments in development activities including investment in human and social development in Rwanda. Broadly, the social sector covers the areas of education and skills development, health, nutrition and social protection, and with emphasis to cross cutting issues of youth employment and gender mainstreaming.

2.0 Objective:

CORW is therefore inviting individual consultants to indicate their interest in the following assignment: **Social Sector Expert**. The consultant will oversee the social sector portfolio and engage in country policy dialogue in the social sector. He/she will support project implementation entities to improve the performance of the social sector portfolio and enhance the visibility of the Bank in the social sector in Rwanda. He/she will provide technical support in identifying new opportunities for building the social sector portfolio, day to day management of the existing portfolio, monitoring and supervision of social sector projects and participating in social sector dialogue. In addition, ensuring the mainstreaming of all human development aspects in other sectoral projects emphasizing skills development, youth employment and gender.

3.0 Scope of Assignment:

- (i) Support inclusion of all socio-economic aspects in projects, assessing their socio-economic impact and monitoring their implementation;
- (ii) Support in the day to day management of social sector projects;
 - Providing technical advice to the Executive Agencies and project beneficiaries, review technical reports and monitor technical activities conducted by Executive Agencies in line with the approved project documents and Bank procedures.
 - Review and provide key input on procurement and disbursement to the Executing Agencies in line with the Bank rules and procedures.
 - Draft internal memos and no objection letters in line with the Bank's procedures for clearance of project documents and processes.
- (iii) Support the development management of social sector projects:
 - Support project identification, preparation and Appraisal due diligence processes;
 - Undertake supervision missions and other missions as necessary to the projects;
 - Conduct regular meeting with Executing Agencies to review project performance and implementation challenges;
 - Ensuring that Projects submit Quarterly Project Progress Reports and other reports on time;
 - Preparing and monitoring portfolio performance reports for Social Sector projects including submitting inputs for briefing notes and speeches;
- (iv) Representing the Bank and participate effectively in human development related meetings such as sector working groups (SWGs) including: the, Private Sector Development and Youth Employment (PSDYE) SWG, Education SWG, Technical and Vocational Education and Training (TVET) Sub-SWG and other social sector working groups;
 - Support the Country Economist in PSDYE SWG meetings to ensure issues of job creation, entrepreneurship and skills development are well reflected.
- (v) Represent the Bank at external meetings related to human development activities.

4.0 Expected Outputs:

4.1 The consultant is expected to submit monthly reports on the social sector projects and country dialogue.

5.0 Management and Reporting:

5.1 The consultant will work under the overall supervision of Country Manager, CORW. The consultant will also engage in consultation with managers in RDGE.2, Jobs for Youth Coordinator and the Director, AHHD.

6.0 Duration: 6 months renewable for another six months from September, 2018.

7.0 Duty station: The consultant will be based in the Rwanda Country Office in Kigali, Rwanda. The consultant will undertake field missions as and when necessary.

8.0 Expertise Required From the Consultant:

- A minimum of Master's Degree in Social Development, Sociology, Development Economics, Social Sciences or related discipline;
- A minimum of seven (7) years of work experience in implementation of Social Development sector policies and programmes;
- At least six (6) years of experience in project cycle management (identification, preparation, appraisal, supervision and completion);
- Significant experience in managing education, health and skills and enterprise development and job creation projects in Africa;
- Solid experience in policy dialogue in the social sector;

- Knowledge and experience in working in Rwanda and managing similar social sector projects will be an added advantage;
- Knowledge of AfDB procedures and previous experience working for AfDB on similar projects will be an added advantage;
- Demonstrable knowledge of analysis and formulation of policies in the social sectors;
- Experience of working with other multilateral and bilateral organizations;
- Highly developed organizational and strong analytical skills. Ability to deal with complex issues in a clear and practical manner;
- Excellent written communication skills in English; ability to write clear and concise reports. A working knowledge of French will be an added advantage.

9.0 Submission of Expression of Interest

Interested applicants may obtain further information at the address below during the Bank's working hours: 08:00 – 17:00 Monday to Friday except public holidays.

Expressions of interest must be received at the address below no later than 11 August 2018 at 17:00 pm local time and specifically mentioning: **Social Sector Expert – Local Consultant**

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