



**Government of Sierra Leone
Ministry of Agriculture
Recruitment of Project Manager - Agricultural Value Chain Development
Project (AVDP)**

REQUEST FOR EXPRESSION OF INTREST

Country: Sierra Leone

Sector: Agriculture

Project ID: 2000002586,2000002587,
2000003094,2000003095,
2000003346,
2000003528
2000003657

The Government of Sierra Leone through the Ministry of Agriculture (MoA) has received a Loan & Grant Financing of **US\$97,359,972.00** from IFAD, the Adaption Fund, OFID, the private sector, the Government of Sierra Leone (GoSL) and beneficiaries for the implementation of the Agriculture Value Chain Development. The implementation of the project started in 2019 and is completing the 3rd year of field implementation this year (2022). The Agricultural Value Chain Development Project (AVDP) is implemented over a six-year period with the overall goal of improving livelihoods, food security and climate resilience of rural farming households. The overall project goal is to improve livelihoods, food security, and climate change resilience of rural farming households in Sierra Leone. The project's development objective is to increase incomes for smallholder farmers through the promotion of agriculture as a business. The project is targeting an estimated 34,000 direct beneficiaries and their families, thereby reaching a total of 204,000 people. The project is implemented over a six-year period. IFAD is supervising the project while the Ministry of Agriculture is the executing agency.

AVDP is organized into three mutually reinforcing components: (a) Climate Resilient and Smart Agricultural Production, whose expected outcome is volume and value of produce increased, and is divided into three subcomponents: (i) support to smallholder

(family farm) rice production and productivity, (ii) support to tree crops production and productivity, (iii) support the vegetable chain; (b) Agricultural Market Development, whose expected outcome is value chain organization and performance improved, and consists of two subcomponents: (i) market access; (ii) climate resilient rural infrastructure and information systems; and (c) Project Coordination and Management, whose expected outcome is an efficiently and effectively managed project. The component is divided into two subcomponents: (i) project coordination and management; and (ii) financing mechanisms for target groups.

The project is working in all the country's 16 districts, primarily with Farmers Organizations, Service Providers, and SMEs in the rice, cocoa, vegetables and oil palm value chains through crop diversification to enhance nutrition and create alternative income streams will figure prominently in project activities. The ADVP is adopting a value chain approach, intervening either directly or through partners in all links in the value chain from seed supply through processing and marketing. The project has been structured to maximize synergies with two WB projects that are intervening in the same value chains. The AVDP is deploying a robust targeting strategy to ensure that women and youth represent each 40% of the beneficiaries.

The Ministry of Agriculture now invites applications from suitable and qualified Sierra Leonean candidates to fill the position of **Project Manager** to replace outgoing one who has voluntarily resigned.

How to apply:

For all information on how to apply and to view the job description please visit the MoA website: <http://www.maf.gov.sl> under the About Us Page Section by going to the Jobs page

For further enquiries please contact the following:

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Women are particularly encouraged to apply

Deadline for submission is COB on Friday 25th March 2022

TERMS OF REFERENCE

Terms of Reference: Project Manager

Under the technical supervision of the Ministry of Agriculture's Chief Agriculture Officer and the administrative supervision of the Permanent Secretary, the Programme Manager is responsible for the day to day technical and financial management of the Agriculture Value Chain Development Project (AVDP).

Specific duties & Responsibilities

Project planning

- Coordinate the elaboration of the AVDP annual workplan (AWP), budget and procurement plan as per IFAD requirements and timelines.
- Advance planning of key project milestones and keeping track of implementation of activities and positive impact for the rural small scale farmers targeted by the project
- Planning for timely delivery of annual reports, annual outcome surveys

Project management and coordination

- Timely execution of the project reporting, disbursement, accounting and financial management in accordance with IFAD procedures
- Monitor and control the execution of the AWP in a transparent manner to ensure the project implementation is in line with the approved Project Implementation Manual (PIM) and to ensure appropriate, efficient, and timely delivery of programme activities within budget and monitoring and reporting on physical and financial progress.
- Negotiate all contractual arrangements and MoUs with various implementing partners, service providers, NGOs and contractors.
- Ensure timely procurement of civil works, goods and services in accordance with the approved procurement plans and procedures.
- Approve all payments from the project Leone and dollar accounts, validating withdrawal application forms.
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Human Resources- people management

- Delegate work to the project team members based on skills, expertise and duties. Appraise and evaluate the performance of the AVDP staff based on their approved annual workplans
- Evaluate the performance or the quality of work done by governmental and non-governmental implementing partners, consultants and contractors.
- Directly supervise and support the work of section managers/specialists, ensure that they are effectively leading their respective teams
- Identify and guide implementation of training programmes for PMU staff, including technical and management aspects and equipment/technology packages;

- Liaise with the AVDP District Coordinating Committees and the District Implementation Teams to ensure that there is coordination between the AVDP AWP and District National Agricultural Transformation (NAT) plans.

Building and Strengthening partnerships

- Develop synergic cooperation with other national and international development partners at national and district level.
- Prepare quarterly and annual reports for MAF, highlighting the programme outcomes and impacts.
- Prepare quarterly and annual progress and financial reports for IFAD and other donors, in compliance with IFAD reporting requirements

Minimum Requirements/Qualifications

- A Master's Degree in Agric. Economics, Project Management, Rural Development or related disciplines.
- At least 7 years' experience in managing development projects funded by international development partners.
- At least 10 years working on projects related to agriculture in Sierra Leone.
- Experience in managing staff from different backgrounds, in a demanding environment with constantly changing landscape.
- Experience liaising with government staff and officials, development partners, NGOs.
- Must be knowledgeable in Monitoring and Evaluation, LogFrame approaches and Result-Based Management (Managing for Development Results in Agriculture)
- Strong computer literacy skills.

Additional assets/Qualifications

- Ability to manage efficiently and work in team setting with high sense of confidentiality and flexibility;
- Ability to operate within a fast-moving environment and react appropriately to change;
- Excellent organizational skills, strong attention to detail, high regard for accuracy and top-quality work;
- Excellent drafting, communication and reporting skills, and the ability to present information in clear and concise manner in the English language;
- Very good interpersonal skills to interact within multicultural environment.

Competencies:

Organizational competencies

- **Strategic thinking and organizational development:** Personal influence;

- **Demonstrating Leadership:** Leads by example; initiates and supports change;
- **Learning, sharing knowledge and innovating:** Challenges, innovates and contributes to a learning culture;
- **Problem solving and decision making:** Solves complex problems and makes decisions that have wider programme impact;
- **Managing time, resources and information:** Coordinates wider use of time, information and/or resources;
- **Team Work:** Fosters a cohesive team environment; able to foster and build team spirit, focus and engagement at all levels
- **Building relationships and partnerships:** Builds and maintains strategic partnerships internally and externally;
- **Managing performance and developing staff:** Manages staff;

Technical/Functional competencies

- **Innovative Performer** able to generate innovative solutions, assess risk, make decisions and take accountability for his/her actions.
- **Leader** able to combine strong management, organizational and leadership skills with insight, seeking continual improvement and collaborative engagement within the team; able to achieve results through motivating people and influencing partners.
- **Planner/organizer** able to meet tight deadlines in a high-pressure and high-energy environment; flexible and able to multi-task.
- Strong **analytical** skills.
- Strong **verbal and written communication** skills.

TIMING AND OUTPUTS

The Project Manager will be initially offered a one-year contract renewable for up to the life span of the project, subject to satisfactory performance.