



GOVERNMENT OF ERRA LEONE

MINISTRY OF AGRICULTURE AND FOOD SECURITY (MAFS)

**Sustainable Agricultural Value-chains Intensification for Growth
(SAVIG)**

(P513429)

TERMS OF REFERENCE

Monitoring and Evaluation Specialist (MES)

June 2026

Project: Sustainable Agricultural Value-chain Intensification for Growth (SAVIG) Project
Duty Station: Project Implementation Unit (PIU), Freetown, Sierra Leone, with periodic field visits

Duration: One-year contract, renewable annually based on satisfactory performance and project needs, with an initial probation period of six months.

1. BACKGROUND

The Government of Sierra Leone has received a financing envelope of US\$40 million from the International Development Association (IDA) of the World Bank Group to implement the Sustainable Agriculture Value-Chains Intensification for Growth Project (SAVIG) Project and intends to apply part of the proceeds to recruit a **Monitoring and Evaluation Specialist** (MES). The project will be implemented by the Ministry of Agriculture and Food Security (MAFS) through the Project Implementation Unit (PIU) under the National Development Partners Program Coordination Office (NDPPCO). The SAVIG Project is designed to address key structural constraints affecting the agricultural sector, including weak policy and regulatory frameworks, limited access to finance, inadequate input systems, weak market linkages, and low adoption of modern technologies. The project will complement ongoing initiatives such as the Feed Salone Program, SCADeP, and FSRP, ensuring synergy and maximizing development impact.

2. PROJECT DEVELOPMENT OBJECTIVE (PDO)

The Project Development Objective (PDO) is to enhance productivity, private investment and job creation in select agriculture value chains in Sierra Leone.

3. PROJECT COMPONENTS

The project comprises four mutually reinforcing components, each addressing a specific set of constraints along the agricultural value chain:

Component 1 – Strengthening Climate-Smart Productivity: This component focuses on strengthening the seed system, enhancing regulatory enforcement, promoting the adoption of climate-smart technologies, and expanding the production of Early Generation Seed. By improving the availability and quality of input, this component aims to directly increase productivity and resilience among smallholders while creating a favorable environment for private sector investment.

Component 2 – Support for Value Addition and Market Access: Recognizing that productivity gains must translate into marketable outputs, this component focuses on improving the aggregation and processing of agricultural commodities, enhancing market access, and mobilizing private sector investment. Performance-based matching grants will incentivize private actors, while cooperatives will be strengthened to serve as reliable partners in structured supply chains. Policy support will also be provided to ensure compliance with domestic and international market standards, including food safety and organic certification.

Component 3 – Support for Digitization and Access to Finance: Digital tools will serve as the backbone of the project's monitoring and service delivery systems. Investments under this component will establish a national digital farm and farmer registry, modernize soil and climate information systems, and enable secure data sharing across the sector. Complementary interventions will strengthen access to finance

through technical assistance, risk-sharing facilities, and innovative lending models, ensuring that both farmers and agribusinesses can invest in production, processing, and value addition.

Component 4 – Project Coordination, Monitoring and Evaluation: Effective implementation requires robust institutional arrangements. This component supports the PIU, ensuring coordination among implementing partners, technical institutions, and private sector actors. It also finances monitoring and evaluation systems, environmental and social safeguards, procurement, financial management, communications, and knowledge dissemination.

4. OBJECTIVE OF THE ASSIGNMENT

The objective of the assignment is to take overall charge of the monitoring and evaluation functions of the Sustainable Agriculture Value-Chains Intensification for Growth Project (SAVIG) project and the West Africa Agricultural Transformation Project currently been developed. The Monitoring and Evaluation Specialist (MES) will conduct the tasks identified below by applying technical practices and methods and collecting and making use of available and necessary data in carrying out the assignment. The MES shall work in close consultation with the M&E Unit of Planning Evaluation Monitoring and Statistics Division of MAFFS and those of the implementing agencies.

5. SPECIFIC TASKS

The Monitoring and Evaluation Specialist shall, inter alia, undertake the following:

- Establish and maintain a unified database for the full range of project activities at the national and regional levels;
- Establish and maintain a local network system for the Project Coordinating Unit and other implementing agencies to facilitate the efficient information sharing; Carry out baseline surveys in consultation with subject matter specialists and take steps to draw up TORs for baseline survey consultancy and have the task completed in the first year of the project; Ensure all surveys follow World Bank standards and international best practices
 - Ensure appropriate monitoring and evaluation are established, implemented and coordinated;
 - Devise appropriate formats (based on consultant study recommendations) for periodic data collection and reporting such that monthly data are available with the PIU by mid-month to be tabulated, analyzed and circulated with an analytical summary before month end;
 - Provide training to the project staff as well as relevant ministries, agencies, Seed Growers, Collectives, Seed and Fertilizer Importers, Distributors in M&E data collection and analysis;
 - Assist the consultants in carrying out baseline surveys, mid- term impact review and project completion impact study;
 - Work closely with the marketing information officer and to mutually reinforce each other's work;
 - Compile monthly, half-yearly and annual reports for presentation to the PTC and NSC, and to circulate these to all concerned;
 - Compile project performance reports for project mid-term review and at project closing;
 - Liaise closely with PEMSD of MAFFS and other implementing agencies especially SLeSCA, SLARI, NAFRA), implementing partners, and development partners
 - the National Centers of Specialization in matter of data collection and dissemination;
 - Ensure that the performance reports serve the purpose of being a management tool;
 - Establish standardized tools, indicators, and methodologies for data collection and reporting

- Ensure integration of: Gender equality and women's empowerment, Youth inclusion, Climate resilience and CSA practices Citizen engagement and feedback mechanisms
- Lead implementation of the Management Information System (MIS) Ensure the MIS enables: Real-time tracking of implementation progress, Monitoring of financial disbursements and outputs, Tracking of PBMG performance and beneficiary data, Integrate MIS with: GIS and spatial data systems
- Any other related duties;
- Other duties as assigned by the Project Coordinator.

6. QUALIFICATIONS AND EXPERIENCE

The MES will have not less than 10 years in M&E-related activities; management of M&E activities in a project environment will be an added advantage. S/he MUST have:

At least a Master's degree in a relevant discipline - Economics, Statistics, Mathematics, Agriculture, and with minimum 10 years post graduate experience working in monitoring and evaluation in World Bank or other development partner environment;

- Excellent practical knowledge in managing surveys
- Excellent knowledge in designing, maintaining and updating databases;
- Excellent working knowledge in data processing and analysis packages;
- Excellent skill in MS Excel and MS Word;
- Excellent skills in project management demonstrated in previous jobs;
- Proven track record in working effectively within multidisciplinary teams.

Other Relevant Competences

- Information Technology: Proficient in Microsoft Word, Excel and Outlook (essential) and Power Point Presentation.
- Ability to work independently, Confidently and as a team player who demonstrates leadership and able to support and mentor staff and able to work with rural communities in a sensitive and participatory manner;
- Works with trustworthiness and integrity with a clear commitment to poverty reduction of rural communities;
- Ability to operate effectively under challenging circumstances including stress and frequent travel demands;
- Well organized within a fluid working environment with capacity for initiative and decision making with competent analytical and problem-solving skills;
- Competence to demonstrate by timeliness and sound reasoning of decisions. A balance of consultation with action. Communicate, follow through and accountable for outcome.
- Demonstrate by ability and inclination to work co-operatively with others. Recognize the value of sharing ideas, knowledge and information with others and take personal responsibility for doing so.
- Competence demonstration by the level of timeliness and accuracy displayed in carrying out my role, by my personal energy and enthusiasm and by my willingness to learn to exceed expectations in my role.

- Ability to plan and organize effectively and build alternative actions into plans, deploying resources effectively and reviewing priorities.
- *Information Technology*: Proficient in Microsoft Word, Excel and Outlook (essential) and Power Point Presentation.

7. REPORTING LINE

The Monitoring and Evaluation Safeguard Specialist will report to the Project Coordinator and work closely with:

- Agribusiness Specialist
- Financial Services & Business Development Specialist
- Environment Safeguard Specialist, Social Development Specialist
- Field staff, agribusiness partners including World bank & IFC, and government technical agencies

8. RESPONSIBILITY OF THE EMPLOYER

The PIU shall provide office space and equipment; internet and communication facilities; access to project documents and relevant information; logistical support for field missions; administrative support and operational resources necessary for the execution of the assignment.

9. SUBMISSION OF REPORTS

The following reports shall be submitted to the Project Coordinator;

- Monthly/Timesheet
- Quarterly
- Bi – annually
- Annually

10. APPLICATION REQUIREMENTS

Interested candidates shall submit:

- Cover letter;
- Updated Curriculum Vitae (CV);
- Copies of academic and professional certificates;
- Three professional references;
- Evidence of relevant experience in Monitoring & Evaluation.