



GOVERNMENT OF SIERRA LEONE

MINISTRY OF AGRICULTURE AND FOOD SECURITY (MAFS)

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

(P513429)

TERMS OF REFERENCE

SOCIAL DEVELOPMENT SPECIALIST

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 **Social Development Specialist**. 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 PCU, 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. SCOPE OF THE ASSIGNMENT

The Project will be implemented in accordance with the World Bank Environmental and Social Framework (ESF), including the Environmental and Social Standards (ESSs) and the Environmental and Social Commitment Plan (ESCP) and other environmental and social instruments prepared for the project. To ensure effective implementation of social risk management measures under the ESCP and compliance with the World Bank ESF requirements, the Project Implementation Unit (PIU) intends to recruit a qualified and experienced Social Development Specialist (SSDS) with demonstrated expertise in GBV/SEA/SH risk mitigation, stakeholder engagement, citizen engagement, grievance redress, social inclusion and community development.

Under the supervision of the Project Coordinator, the Social Development Specialist will be responsible for the overall management, implementation, monitoring, and reporting on all social risk management and social development activities under the Project. The Specialist will ensure that project implementation is socially inclusive, gender-responsive, conflict-sensitive, culturally appropriate, and compliant with the World Bank ESF and national laws and regulations of Sierra Leone. He or she will also ensure the timely delivery of the social risk management instruments and will work closely with the Environmental Specialist, but also with the Monitoring and Evaluation Specialist, Communications Specialist, District implementation teams, contractors, GBV service providers, Community-based organizations, Civil society organizations, Relevant Ministries, Departments and Agencies (MDAs), and Local councils. The PIU social and environmental specialists will work and be in close communication with the World Bank environmental and social specialists.

5. SPECIFIC TASKS AND RESPONSIBILITIES

While working in close collaboration with the Environmental Risk Management Specialist and the broader PIU team, the Specialist shall perform the following duties:

Social Safeguards Management

- Lead the preparation and implementation of all social risk management instruments and commitments under the ESCP.
- Work with the Environmental Specialist to prepare and submit quarterly report on compliance with the ESCP to the Bank.
- Ensure that the project is in compliance with the World Bank Environmental and Social Standards (ESSs), particularly ESS1, ESS2, ESS4, ESS5, and ESS10, but also with ESSs that will be led by the Environmental Specialist i.e., ESS3, ESS6 and ESS8.
- Coordinate preparation, update and implementation of generic and site-specific risk management instruments, such as the Stakeholder Engagement Plan (SEP), Labor Management Procedures (LMP), Resettlement Framework (RF), Resettlement Plans (RPs), Livelihood Restoration Plan, Grievance Redress Mechanism (GRM) and Gender-Based Violence (GBV)/SEA/SH Action Plans, Social Management Plans, and Community Health and Safety Plans as may be required.
- Conduct social screening and due diligence for all subprojects and activities.
- Identify, assess, and monitor social risks and impacts associated with project activities.

- Ensure compliance with labor management requirements, occupational health and safety, child labor prevention, and community health and safety measures.
- Monitor contractors' and implementing partners' compliance with social risk management requirements, Codes of Conduct, labor standards, and contractual ESHS obligations and
- Ensure that the contractor prepares monthly E&S risk management reports, and that such reports adequately address management and mitigation of social risks and impacts.
- Establish and monitor worker grievance mechanisms.

Citizen Engagement and Stakeholder Participation

- Lead implementation of the Stakeholder Engagement Plan (SEP).
- Ensure inclusive and continuous engagement with farmers, women's groups, youth groups, persons with disabilities, traditional authorities, farmer cooperatives, and vulnerable and marginalized communities.
- Facilitate public consultations, community meetings, participatory planning, and disclosure activities throughout the project lifecycle following commitments in the SEP.
- Promote transparency and accountability through citizen engagement mechanisms, community scorecards, beneficiary feedback systems, and participatory monitoring.
- Ensure information disclosure materials are accessible, culturally appropriate, gender-sensitive, and available in local languages where necessary.

Grievance Redress Mechanism (GRM)

- Establish, operationalize, and monitor a functional and accessible project-wide Grievance Redress Mechanism (GRM), making sure that Project Affected Persons (PAPs) and local populations in the project area have adequate and accessible mechanisms for lodging complaints about the project and receiving a timely response to such complaints.
- Ensure the GRM is inclusive, transparent, confidential, timely, and responsive to vulnerable groups.
- Establish confidential reporting channels for GBV/SEA/SH-related complaints.
- Maintain grievance databases and tracking systems.
- Monitor grievance resolution timelines and quality of responses.
- Produce periodic GRM reports and trend analyses, and

Gender and Social Inclusion

- Lead assessment of Gender and Social Inclusion and implementation of such Action Plans.
- Promote equitable participation and inclusion of women, youth, persons with disabilities, elderly persons, and vulnerable households across all project activities.
- Ensure mainstreaming of gender and social inclusion considerations throughout project implementation.
- Monitor social impacts on vulnerable and disadvantaged groups and
- Advise the PIU on culturally appropriate and conflict-sensitive implementation strategies.

Gender, GBV/SEA/SH Prevention and Response

- Lead implementation of the Project's GBV/SEA/SH Prevention and Response Action Plan.
- Conduct regular GBV/SEA/SH risk assessments for project activities and worksites.
- Develop and implement awareness campaigns on SEA/SH prevention, gender equality, safe reporting pathways, and workers' behavioral standards.
- Coordinate training for project staff, contractors, local authorities, community workers, and farmer organizations.
- Establish confidential survivor-centered referral pathways in collaboration with qualified service providers.

- Liaise with district-level GBV actors, Family Support Units (FSUs), health providers, and civil society organizations.
- Monitor contractor Codes of Conduct and recommend sanctions for non-compliance and
- Prepare periodic GBV risk management incident reports while ensuring confidentiality and data protection.

Capacity Building and Training

- Work with the Environmental Specialist to develop a Capacity building and Training Plan for PIU staff, stakeholders, district officers, implementing partners, communities, Project workers as stated in the ESCP. Topical areas are: ESF Overview and Requirements, Stakeholder mapping and engagement, Specific aspects of social (and environmental) assessment, Emergency preparedness and response, Community health and safety, Land acquisition, Roles and responsibilities for social (and environmental) issues, Occupational health and safety and incident reporting, Labor Management, Emergency prevention, preparedness and response arrangements to emergency situations, Prevention and managing GBV/SEA/SH risks, Maintaining GRM and keeping GRM log.
- Conduct training needs assessments for project stakeholders.

Monitoring, Reporting, and Documentation

- Develop social risk management monitoring tools, indicators and templates.
- Conduct regular field monitoring visits to project sites.
- Prepare monthly, quarterly and annual ESF monitoring reports.
- Prepare incident and accident reports in line with ESCP requirements.
- Prepare GBV/SEA/SH compliance reports and citizen engagement progress reports.
- Support the preparation of reports required by the World Bank.
- Ensure proper documentation, disclosure, and archiving risk management instruments and records and
- Maintain documentation for audits, supervision missions, and implementation support missions.

Support for Project Coordination and Implementation

- Collaborate with project teams to integrate social risk management into project design and implementation processes.
- Provide ESF inputs into procurement and contract documents.
- Participate in technical working groups and coordination meetings.
- Ensure alignment with national policies, regulations, and institutional frameworks.
- Liaise with government agencies, NGOs, community-based organizations, and development partners, and
- Support World Bank supervision missions and ESF audits.

6. REQUIRED QUALIFICATIONS AND EXPERIENCE

Education

- Master's Degree in Sociology, Social Development, Anthropology, Development Studies, Gender Studies, Community Development, Environmental and Social Safeguards, or a related field.

Experience

- At least 10 years of relevant professional experience in social safeguards, social development, and social risk management in donor-funded projects.
- Demonstrated experience with World Bank ESF/ESS requirements will be an advantage.
- Proven experience implementing ESCPs, SEPs, RPs, LMPs, RFs, and GBV Action Plans.
- Experience working in Sierra Leone or similar fragile and rural contexts is highly desirable.
- At least 5 years of relevant working experience in the field of rural development, working directly with communities and local authorities, with an emphasis on women and gender issues, would be preferable.
- Strong expertise/experience in GBV/SEA/SH risk mitigation and survivor-centered response mechanisms.
- Demonstrated experience in stakeholder engagement, citizen participation, and grievance redress mechanisms.
- Experience in land acquisition, resettlement, rehabilitation, and gender analysis is an added advantage.
- Experience in agriculture, rural development, infrastructure, or community-driven development projects.
- Willingness to undertake regular field visits nationwide as required throughout the project life-cycle.

Required Technical Skills and Core Competencies

- Strong knowledge of World Bank Environmental and Social Framework (ESF), World Bank Environmental and Social Operational Policies.
- Strong interpersonal, facilitation, communication, and conflict-resolution skills.
- Excellent report-writing and analytical skills.
- High ethical standards and confidentiality management.
- Strong organizational and problem-solving abilities.
- Ability to work independently and under pressure.
- Proficiency in Microsoft Office applications.
- Fluency in English is required; knowledge of local languages is an advantage.

7. DELIVERABLES AND REPORTING REQUIREMENTS

The Specialist shall produce the following deliverables which include inception report within one month of commencement; social safeguards implementation plan; updated stakeholder engagement schedules and reports; monthly, quarterly, and annual safeguards monitoring reports; GBV/SEA/SH risk mitigation and compliance reports; GRM operational reports and grievance databases; social screening and assessment reports; incident and accident reports; training reports and materials; citizen engagement progress reports; and inputs into project progress reports and Implementation Status Reports (ISRs).

8. REPORTING LINE

The Specialist will report to the Project Coordinator and work closely with the Environmental Safeguards Specialist, M&E Specialist, Communication Specialist, implementing partners, PIU technical team and World Bank Safeguards Specialists.

9. PERFORMANCE CRITERIA

Performance shall be assessed based on the timely implementation of ESCP social commitments; compliance with World Bank ESF requirements; effective operation of the GRM; quality and effectiveness of stakeholder engagement; effective GBV/SEA/SH risk management; timely submission of reports; reduction in unresolved grievances; quality and impact of capacity-building activities; and compliance of contractors and implementing partners with social safeguards obligations.

10. ETHICAL REQUIREMENTS

The Specialist shall maintain confidentiality of sensitive information; apply survivor-centered approaches in handling GBV/SEA/SH cases; avoid conflicts of interest; adhere to professional ethical standards; and respect cultural norms and community protocols.

11. 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.

12.0 SUBMISSION OF REPORTS

The following reports shall be submitted to the Project Coordinator;

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

13. 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 safeguards and GBV/SEA/SH programming.