

**Concession Monitoring Specialist
GROW Liberia**

Reports to: Director General of the National Bureau of Concessions

Also involved: Senior Intervention Manager for Oil Palm & Team Leader, GROW

Location: Monrovia, with extensive travel expected to Sinoe, Grand Kru and Grand Cape Mount Counties

Consultancy duration: 6 Months (110 working days)

Start date: March 1, 2017

The Programme

GROW is a private sector development initiative operating in Liberia to promote pro-poor economic growth and stability through partnerships with the private sector. GROW is a 5-year Sida-funded programme that utilises the 'Making Markets Work for the Poor' (M4P) approach. Working in a number of areas including the rubber, oil palm, vegetables and cocoa sectors, the programme seeks to contribute to sustainable peace and poverty reduction through inclusive and integrated economic development in Liberia. Its objective is substantially increased incomes and employment opportunities for a large number of poor women, men and youth, created through agricultural market systems change.

Background

As part of its work in the oil palm sector, GROW through the National Bureau of Concessions (NBC) and the Oil Palm Outgrower Scheme Implementation Technical Committee, contracted the services of international oil palm experts and developed an Oil Palm Outgrower Scheme Operational Model and Financial plan. The model has been endorsed by stakeholders and is ready to be implemented by Sime Darby and Golden Veroleum Liberia (GVL) for the pilot scheme in communities identified. In addition to the model development, IDH, the Sustainable Trade Initiative is currently leading on securing and putting in place a structure for financing the first phase of the outgrower program in 2017.

When the first phase (pilot) begins, it will be the responsibility of the NBC, in consultation with the concession-holders and communities, to monitor implementation in line with agreed principles. Therefore, GROW, in support of the NBC, seeks the services of an experienced concession monitoring specialist with expertise in agriculture to work within the NBC and lead the NBC's capacity building initiative in monitoring and evaluating the outgrower scheme implementation.

The Role

The specialist, who will be embedded within the NBC, will work closely with the Oil Palm Intervention team at GROW and the Technical Department at the NBC in Monrovia to understand the key issues relating to concession monitoring and develop a monitoring structure/framework, including all necessary systems, tools and templates.

Responsibilities

The Consultant's responsibilities will include completing the following tasks:

1. Hold consultations/discussions with NBC, other GoL agencies (if necessary), concession-holders, IDH and other donor funded programs working with NBC on concession related issues; GROW and other

stakeholders (CSOs, NGOs, community representatives) to understand constraints/key issues relating to concession monitoring at the NBC;

2. Review, revise and strengthen existing tools, systems and templates, including the Concession Information Management System (CIMS) and concession reporting template (CRT) of the NBC to ensure proper monitoring (including coordination and feedback mechanisms);
3. Train relevant staff of the NBC and concession-holders on the usage of tools, templates and systems;
4. Pilot the tools, templates and systems for efficiency and effectiveness with the trained staff;
5. Revise tools, templates and systems if necessary/where applicable based on outcomes of pilot testing;
6. Work with the NBC to launch a bi-monthly technical monitoring forum that will bring together technicians and practitioners responsible for Natural Resources Management; Government, Civil Society Organizations (CSOs) and the concessionaires to deliberate on monitoring parameters, challenges and strategies for effective monitoring, problem solving, and conflict prevention or resolution. This will enable NBC to be proactive in helping to resolve and or prevent some of the emerging issues in the Natural Resources Sector.

Key Deliverables:

1. Initial report - outlining issues/constraints identified from the consultation process with GROW, NBC, other GoL agencies, IDH and concessions; and the structure, tools, templates and systems review processes; and recommendations on next steps;
2. Concession Reporting Template that is revised and functional and being used by concessions;
3. Concession Information Management System (CIMS) strengthened, that concessions using to submit information online to the NBC;
4. Training Report on use of the tools, templates and systems and results from pilot testing;
5. Final copy of all tools and templates;
6. End of consultancy report – clearly summarising all activities undertaken, including general capacity building support, feedback from pilot testing; and proof of improved monitoring systems in placed at the NBC.

Skills and Experience:

The successful candidate should demonstrate:

- Relevant degree/certificate in any of the following disciplines: Statistics, Economics, Monitoring and Evaluation, Natural Resource Management, Research design and implementation, Data collection and analysis, Database development and management, Concession contract management and evaluation or related field with at least five to seven years of relevant experience in applying the concepts.
- Expertise in engaging and consulting with different stakeholders, including financial institutions, Concession-holders or large commercial firms, local communities, smallholder farmers, and Government.
- Expertise in organisational development, with particular emphasis on strengthening the capacity and internal organisation of public sector institutions.

- Expertise in capacity building initiatives within the concession industry – oil palm in particular, but also mining or other sectors.
- An excellent command of written and spoken English, strong communication skills and attention to detail.
- Excellent report writing skills.

Applicants should submit a CV and covering letter outlining their relevant experience and technical capacity required to undertake the consultancy.

Please submit by email to opportunities@growliberia.com

The deadline for submitting offers is February 24, 2017.