

VACANCY ANNOUNCEMENT LIVESTOCK COMMERCIALIZATION PROJECT



The Government of Mongolia has received a loan from the World Bank toward the cost of the Livestock Commercialization Project (LCP). The project development objective is to improve livestock health, productivity, and commercialization of targeted value chains in project locations and to provide immediate and effective response in the event of an eligible crisis or emergency. The project is structured as an IPF financed by an IDA credit in the amount of US\$30 million over five years.

The project will strengthen institutional systems and governance of veterinary services at the national level by supporting (a) analytical studies and surveys, (b) strategy formulation and policy making, (c) developing national immunization plans and monitoring rollout plans, (d) staff capacity building, (e) upgrading trainings and extension systems, and (f) information systems. In addition, it will provide intensive support to western aimags for last-mile veterinary service delivery and investments in animal disease surveillance, prevention, and control. The project will also implement value chain commercialization interventions with strategic focus on meat and dairy sectors.

The Project Implementation Unit of the LCP is now seeking to recruit qualified individuals for the positions below. Procurement of individual consultants will be carried out in accordance with the World Bank's Procurement Regulations for IPF Borrowers, dated July 2016, and the provisions stipulated in the Financing Agreement.

LIVESTOCK SPECIALIST

General Responsibilities: Under the direct supervision of the Project Coordinator of the Livestock Commercialization Project (LCP), and in close collaboration with other technical consultants and project staff, and in cooperation with the FAO technical assistance, the Livestock Specialist will be guided by the Project Implementation Manual, and be primarily responsible for the following tasks

- Develop draft investment models for sub-projects in the area of animal breeding and nutrition at soum and aimag levels, including but not limited to those targeting investments in group breeding schemes, improved male flock management, forage/fodder production and animal feeding.
- Provide technical assistance to Service Providers during the process of sub-project development and implementation in the area of animal breeding, forage/fodder production, animal feeding and improved animal husbandry.
- Monitor the progress of animal husbandry including breeding and feeding aspects of sub-project development and implementation.
- in collaboration with other PIU technical specialists, establish a register of potential Subject Matter Specialists to be recruited by Service Providers in support of sub-projects
- Act as a member of the Technical Appraisal Committee, in reviewing the technical content of sub-project proposals and Agreements between MoFALI and PPs
- Provide technical inputs in converting approved sub-project proposals into Tripartite Agreements and Sub-project Agreements for implementation, under the direction of the Project Coordinator.

- in collaboration with other PIU technical specialists, draft TORs for agencies to conduct collaborative research activities, animal productivity studies, and other studies related to the Results Framework.
- Keep abreast of, and collect information and data on the general animal breeding/genetics policy and legislative context in which the project operates, in doing so attend and participate in relevant meetings workshops, trainings, and conferences.
- Keep abreast of husbandry, breeding and nutrition/feeding issues of livestock in Mongolia
- Liaise and maintain close linkages to the aimag technical working groups, and central level key stakeholders with respect to policy consistency and donor coordination.
- Liaise with other relevant projects in the sector, including international-funded projects, especially those involved with livestock productivity
- Provide an end of contract report of activities undertaken

REQUIRED QUALIFICATIONS AND COMPETENCES:

- A postgraduate degree in agriculture, with livestock specialization
- At least seven years of experience in the animal husbandry and feeding
- Experience as a technical specialist in an international donor-funded projects and/or Government initiative is advantageous
- Knowledge and experience of demand-driven development process
- Knowledge and experience in formulating development models
- Background knowledge in international livestock sector development and sustainable development concepts.
- Knowledge of management of social and environmental risks in development projects;
- Good understanding of incorporating gender issues in development;
- Good communication and training skills
- Ability to work under pressure in an independent manner within an interdisciplinary team of personnel
- Ability to deal effectively with stakeholders at all levels, including herders, government staff at soum, aimag, national level and international organizations.
- Ability to work effectively in a team of diverse skills and disciplines
- Excellent computer literacy, particularly, with MS Office
- Excellent command in both written and spoken English and Mongolian is required.
- Women candidates are particularly encouraged to apply

AGRICULTURAL VALUE CHAIN SPECIALIST

Under the direct supervision of Project Coordinator, the **Agri Value Chain Specialist (AVS)** will work closely with Economist/Financial Analyst and other technical specialists to assess sub-project proposals and proposals under Productive Partnerships, review the activities under their implementation plans, and ensure proper usage of project investments. The assignment involves responsibility of managing contracts of Partners and Technical Service Providers – a sizeable undertaking as most of the project activities are to be implemented through such contracts. The AVS will undertake the following tasks:

- Within the project area; identify potential value chains, conduct economic and financial analysis (cost-benefit analysis, return on investment) to identify growth potential based on market trends, mapping the value chain actors including their strengths and weaknesses, their contributions to the value chain and the inter-relationships;
- Identify and examine the constraints and opportunities exist within the selected value chains with regard to animal breeding, animal nutrition and high health production models including fodder production and management;

- Identify institutions and organizations (including NGOs, Co-operatives, Research Institutions, Private Sectors, etc.) working on selected value chains from national to local levels that can contribute to pro-poor value chain development;
- Identify geographies and strategically located partners under Productive Partnerships to invest in fodder production for year around fodder availability for animals to maximize capacity utilization of slaughterhouses and meat processors;
- Mobilize the animal health care services including vaccination from the GAVS through its Veterinary Personnel including paraprofessionals located at aimag/soum level to service the animals under various contracts;
- Develop strategies and action plans such as public advertisement through print, electronic and social media, road shows and any other static and interactive media to disseminate information on Productive Partnerships to generate awareness among targeted beneficiaries (partners) at soum, aimag, province and national level to attract maximum number of potential applications;
- Support in internalizing and incorporating the Productive Partnership manual among project stakeholders to bring synergies between project components;
- Guide activities aimed at supporting the establishment of Productive Partnerships (PPs) along selected value chains (i.e. meat and dairy), assisting the PPs with the identification of profitable strategies, ventures, coordination of activities and strategic investments to bring more production, productivity and income for the project beneficiaries i.e., herders, primary partners such as NGOs, Cooperatives, Limited Liability Companies and the Private Sectors.
- Develop action plan with timeline for Productive Partnerships and execute it in a participatory manner;
- Initiate the activities to identify, select partners and help them to forge partnerships under Productive Partnerships. These partnerships clearly define the indicators on inputs, outputs, results, etc. in order to have timely payment disbursement to partners on clear terms;
- Establish systems (including MIS) under the Productive Partnerships for conducting regular and timely review to provide support to partners and take timely decisions for the success of Productive Partnerships;
- Review all the training programs proposed under the Productive Partnerships and document the best practices, which impacts higher with regard to higher production, productivity and income;
- Based on review and monitoring of PPs, the AVS will develop proposals on corrective actions in case the beneficiary activities are not in line with the project objectives and/or beneficiary stakeholders are not in line with proposed and approved business plans;
- Present all the developed proposals to the Project Coordinator for consent and subsequent approval by the Project Steering Committee and the World Bank;
- Based on the initial successes of the PPs; document the success stories, innovations, etc. through the partners and convert it to training modules and share among all the related or concerned partners for knowledge sharing and adoption;
- Create strategic data, information and short-notes to organize periodic meetings with concerned Ministries / Departments of Government for revise / modification / change in policy to improve the livestock sector;
- Explore the additional funds in terms of grants or loans available with other projects, commercial banks, donors and mobilize those funds for the potential and interested partners for increasing their business to bring more income, profit for herders;
- Develop a database of market linkages established both domestic and international through productive partnerships;
- Create a database of consultants or volunteers or interns and develop scopes of work for engaging them to provide technical assistance to the project. Participate in the selection process of short-term advisors.

REQUIRED QUALIFICATIONS AND COMPETENCES:

- Postgraduate degree in appropriate disciplines e.g. in the fields of agriculture, veterinary science, economics, finance, business administration, management etc.;
- A minimum of seven years of professional experience in developing and analyzing business plans to ensure their technical and financial viability, environmental sustainability and economic justification;
- Solid experience in value chain development, participation in a formal value chain development training(s) will be significant asset;
- Background in working with herders and herder groups, understanding local needs and operational context;
- Experience in conducting reviews, surveys, analyzing and summarizing the results;
- Background in working with/for international development institutions, hands on understanding of their requirements and work ethics will be advantageous;
- Knowledge of management of social and environmental risks in development projects;
- Good understanding of incorporating gender issues in development;
- Ability to plan and prioritize work duties as well as work competently under pressure and tight deadlines;
- Proven ability and willingness to frequently travel to and work effectively in countryside;
- Good interpersonal, communication and participatory skills with the ability to function effectively and collaboratively in a team environment;
- Ability to work effectively in a team of diverse skills and disciplines;
- Excellent computer literacy, particularly, with MS Office;
- Excellent command in both written and spoken English and Mongolian is required.
- Women candidates are particularly encouraged to apply

LIAISON OFFICER

Under the direct supervision of Project Coordinator, and in coordination with the Advocacy and Communication Officer, the **Liaison Officer (LO)** will work closely with relevant agencies and departments both internal and external to MoFALI to support the achievement of common objectives. The assignment involves the responsibility of managing, maintaining and improving relations with project stakeholders and beneficiaries. The **LO** will undertake the following tasks

- Coordinate between LCP PIU, implementing agencies, the local Governments in project areas and other stakeholders, acting as the middle person to streamline operations, resolve issues, improve communications, and generally ensure that the relationships are as beneficial as possible.
- Maintain thorough knowledge of the business, as well as an understanding of how that impacts the other entities of contact,
- Monitor, coordinate, and communicate the strategic objectives of the project,
- Collaborate and communicate successfully with other entities outside the project,
- Work with other PIU members to develop a greater understanding of the project and its perception and any issues that arise,
- Develop and foster relationships with the community, stakeholders, and other entities,
- Collect, analyze, and utilize data and feedback to identify opportunities to improve the relationship between the project and the stakeholders,
- Compile reports about particular incidents, events, or updates about an important issue for the project,

- Promptly respond to grievances, incidents and other events as necessary and act as a positive representation of the Project to the stakeholders and communities in the Project locations;
- Provide organizational and operational support and services for the Project's Young Professional Program as and when required;
- Liaise with other relevant projects in the sector, including international-funded projects, especially those involved with livestock productivity.
- Provide an end of contract report of activities undertaken

REQUIRED QUALIFICATIONS AND COMPETENCES

- University degree in Public Administration, International Relations or any relevant to the assignment discipline,
- Experience working for and within the GoM structure is required with at least five years of experience in a related role,
- Excellent verbal and written communication skills in Mongolian, working knowledge of English is preferred,
- Ability to establish and nurture beneficial relationships,
- Self-motivated with a willingness to take initiative and solve complex problems,
- Capability to negotiate with and influence others,
- Analytically and mathematically minded to analyze data and create necessary reports,
- Ability to thrive in a fast-paced and sometimes high-pressure environment.
- Ability to work effectively in a team of diverse skills and disciplines;
- Excellent computer literacy, particularly, with MS Office;
- Excellent command in both written and spoken English and Mongolian is required.
- Women candidates are particularly encouraged to apply

EXTENSION OFFICER

Under the direct supervision of the Project Coordinator, and in close collaboration with the Livestock Specialist and FAO Technical Assistance, the **Extension Specialist (ES)** will be responsible for implementation of the Project's extension and digital livestock agenda and coordination with implementing partners and technical service providers in undertaking the following tasks:

- Conduct comprehensive desk review of government extension policies, respective implementation manual and baseline survey for a background understanding of national positions with respect to extension, curriculum content and delivery, to identify gaps the need to be addressed to make it responsive to the needs of herders in project locations taking into account the changes in climate, operating environment and technologies;
- Conduct consultations with FAO technical assistance, implementing partners, herders and herder cooperatives, private sector and government contributing to and involved in extension service delivery;
- Provide guidance to enhance efficiency of agriculture extension system, attain scale, facilitate adoption of new practices resulting in productivity improvements and higher income for herder households and value chain actors employing possibilities of ITC and the project Digital Livestock system in particular;
- Facilitate workshops for involved parties to adapt extension curricula into coherent and sequential modules to support acquisition of desired competencies by herders, local extension workers, private veterinary and breeding units;
- Compile drafts of: i) competency based curricula; ii) Training of Trainers Manuals complete with modules for quality assurance that are consistent with adapted curricula; iii)

- competency review tools to gauge ability to localize and deliver extension services to herders; iv) tools for data collection during field testing of adapted curricula by Trainers of Trainers; and v) tools for participatory monitoring and evaluation;
- Conduct consultations with various stakeholders involved in field testing of adapted curricula and facilitate curricula evaluation and validation;
- Document any field innovations and good practices on curriculum implementation and digital delivery.
- Provide an end of contract report of activities undertaken

REQUIRED QUALIFICATIONS AND COMPETENCES

- University degree in education, agriculture, curriculum development or other related disciplines;
- Minimum of five years demonstrated previous experience and involvement in curricula development covering broad areas suitable for Mongolia;
- Experience in education and extension methodologies and digital delivery;
- Proven expertise and experience in designing training manuals/materials for use by extension workers and herders in a variety of settings of learning situations and modes of delivery;
- Experience in evaluating training materials/manuals;
- Excellent communication, facilitation and presentation skills with ability to interact effectively and harmoniously with people from various multidisciplinary backgrounds;
- Knowledge of management of social and environmental risks in development projects;
- Good understanding of incorporating gender issues in development;
- Capacity to work under pressure;
- High degree of independence, flexibility and ability to meet strict deadline;
- Ability to communicate and write clearly in English language is extremely desirable;
- Ability to work effectively in a team of diverse skills and disciplines;
- Excellent computer literacy, particularly, with MS Office;
- Excellent command in both written and spoken English and Mongolian is required.
- Women candidates are particularly encouraged to apply

PROJECT ADMINISTRATION ASSISTANT (PAA)

Under the general supervision and guidance of the LCP Coordinator, the main duties and responsibilities of the Administrative Assistant are, but not limited to:

- Prepare and update annual staff schedule and annual travel plan.
- Carefully handle all programmatic or permanent records of the project:
- Maintain up-to-date knowledge on PIU information /activities and answer general inquiries;
- Prepare draft of various correspondences ready-to-go for review by the Project Coordinator
- Monitor and maintain fixed assets registry and manage the maintenance of office equipment and office supplies;
- Manage the office supplies and consumables in maintaining record of assets & stock inventory;
- Facilitate the organization of workshops, Project Steering Committee Meeting, Technical Working Group Meeting, Project Review Meetings and staff meetings; prepare meeting minutes and circulate for minimum inputs for finalization and filing;
- Manage local and international travel arrangements for PIU staff and visitors (including procurement of tickets, hotel reservation and pick-up from the airport);

- Do interpretation and translation work to serve the project activities;
- Create and maintain a roster of individual consultants, resource persons and potential candidates for temporary positions;
- Responsible for the scanning and archiving all project related documents in both electronic and hard copies to facilitate easy access for the Project Coordinator
- Facilitate various Implementation Support Missions, draft Itineraries for the WB and GoM inputs; circulate these itineraries to various stakeholders and confirm various meetings for Missions as well as record attendance, minutes from various meetings and circulate draft two days after meetings are held.
- Work along with the Procurement Officer to track and file all No Objections received for various activities from the WB.
- In consultation with the Procurement Officer, develop a directory for various vendors
- In consultation with the M&E and Communications Officers, develop a directory of various stakeholders, Implementing Partners, development partners, government agencies, firms, consultants, etc.
- Manage PIU vehicles and drivers' schedules under the supervision of the Project Coordinator;
- Undertake any other activities assigned by the Project Coordinator.

Required Qualifications:

- At least a Bachelor's degree in Management, Business/Public Administration or other related Social Sciences from a recognized University.
- Previous experience working for donor-funded projects is desirable
- Demonstrated ability to establish priorities and to plan, co-ordinate, and monitor his/her own work plan and those of subordinate staff.
- Demonstrated ability to meet deadlines, and to make appropriate links in work processes and anticipate next steps.
- Self-motivated.
- Excellent interpersonal and team building skills, including negotiation skills
- Excellent written and spoken communication skills, including presentations
- English speaking and writing fluency with good translation skills;
- Computer literacy with proficient knowledge of Microsoft Word, Excel and PowerPoint applications
- Good filing skills (Electronic and hard copies)
- Well-developed organizational skills
- Thorough knowledge of Government and private sector institutional and organizational structures and operations in general
- Working knowledge of the operational modalities for national and international NGOs is desirable.

Note: The present Terms of Reference may be adjusted and modified, without changing the overall objective and the scope of work, on the basis of consultations.

Interested candidates are invited to submit a Cover Letter, CV (Curriculum Vitae), along with two reference letters in a sealed envelope indicating the position applied for, no later than **5PM on 11 May 2020**, to LCP Project Implementation Unit, at the following address: Room 602, 6F Park Place, Peace Avenue 24, Sukhbaatar District, Ulaanbaatar, Mongolia. TEL: 99881515. **Only short-listed candidates will be contacted.**