



REPUBLIC OF LIBERIA  
National Investment Commission (NIC)  
M&E Professional Building/ UN Drive  
Monrovia, Liberia



**REQUEST FOR EXPRESSIONS OF INTEREST  
(INDIVIDUAL SERVICE – INDIVIDUAL SELECTION)**



**SPECIAL AGRO-INDUSTRIAL PROCESSING ZONE (SAPZ) PROJECT**

**CONSULTANCY SERVICE “GENDER EXPERT FOR THE (LIBERIA) SPECIAL  
AGRO-INDUSTRIAL ZONE (SAPZ), BUCHANAN CITY – GRAND BASSA  
COUNTRY - LIBERIA”**

**Sector: Agriculture/Industry**  
**Financing Agreement Reference: 2100150042703**  
**Project ID: P-LR-AA0-009**

**PROJECT BACKGROUND**

The Government of Liberia has received funding from the African Development Bank (AfDB) to implement the Special Agro-Industrial Processing Zone SAPZ Project for a period of five (5) years, (January 2022 to December 2027). The Project development goal is to contribute to inclusive and sustainable agro-industrial development in Liberia, and in the process reduce staple food imports, create jobs, and reduce poverty. The project development objectives are to i) create a better business environment for increased investment in the agro industrial sector, ii) create opportunities for investments at the industrial level and coordinate the integration of small holder farms, and agro processing industry into sustained agro value chains and, iii) improve capacities and skills to benefit from new agribusiness employment and value chain opportunities. The project is structured around three related components; including: a): Support the development of Climate-resilient Infrastructure to attract investments into Agricultural Value addition/industrialization b) Support Business Competitiveness, enable skills and climate-smart agricultural value chain development and strengthen farmer coordination and c) Strengthen Institutional Capacity, Project Coordination & Management.

**POSITION:** Gender Expert

**LOCATION:** Monrovia, Liberia (with assignment in the field)

**DURATION:** This assignment is for one (1) year with possibility for extension, subject to satisfactory performance.

### **ASSIGNMENT OBJECTIVE**

The Gender Expert will provide advice and quality assurance oversight, conduct capacity building and to monitor the implementation of gender-related activities and gender – sensitization. H/She will provide strategic and technical support and guidance to ensure timely and effective project implementation.

The Gender Expert will form part of the PIU staff and will work closely with the Office of the Chairman, AfDB Task Manager, Environmental Safeguard Officer, M&E Officer, Senior Policy Advisor, Procurement Officer, Enterprise Development Officer, Director for Finance & Administration, Project Accountant and Project Assistant under the direct supervision of the Project Coordinator.

### **Duties and Responsibilities**

- Provide technical support to the project team;
- Provide advice and support to the Project Coordinator and Task Manager in the implementation of key gender elements across the three major components of the project:
  - Support the development of Climate-resilient infrastructure to attract investments into Agricultural Value Addition/ Industrialization;
  - Support Business Competitiveness, Enable Skills and Climate-Smart agricultural value chain development and strengthen farmer coordination and;
  - Strengthen Institutional Capacity, Project Coordination and Management.
- Provide advice and support to technical staff working in the field and with the various project affected communities;
- Analyze and ensure that interventions are sensitive to issues of gender inclusion of affected communities.
- Support in updating and sharing with staff recent developments and knowledge tools in the areas of gender interventions;
- Conduct a desk study to assess the status of gender and social inclusion within the Buchanan Agri -Hub and the proposed ATCs sites (Nimba, Bong and Cape Mount) and

provide some key recommendations guiding the team throughout the implementation phases of the project;

- Monitoring and reporting on gender related issues;
- Monitor and report on the project related gender issues within the project affected areas;
- Liaise with key national and international stakeholders, Community Based Organizations, County Authorities, Civil Society Organizations, International NGOs, UN Partners and donors, USAID to facilitate and enhance contribution towards the implementation of the gender equality agenda;
- Provide brief updates on the development of gender – related issues in the country;
- Provide assistance in data collection, compiling lessons learned, establishing indicators to support knowledge sharing;
- Assist in the development of the project work plan and timelines, policy frameworks and research area and gender issues for best practices as directed by the Project Coordinator and Task Manager;
- Participate in gender- related communities of practice;
- Assess and identify potential gender – differentiated impacts of the project;
- Collect sex-disaggregated baseline data that could be used to monitor potential gender impact.
- Work along with the management of NIC to establish a Gender Unit

## **REPORTING**

The Gender Expert will report directly to the Project Coordinator and is required to produce monthly and quarterly reports.

## **QUALIFICATION**

- The Gender Expert should have at least a Bachelor of Arts (BA) degree in any of the Social Sciences or other Natural Sciences and relevant disciplines, preferably within gender, peace and conflict resolution studies. Preferably a Master's Degree in any of the Social Sciences is an added advantage.
- The Gender Expert should have formal training in gender analysis and gender planning and demonstrated expertise in mainstreaming gender in projects and programs, especially in a specific area of intervention.

## **EXPERIENCE**

- A minimum of 5-7 years of practical experience in the field of gender responsiveness and gender mainstreaming.
- Thorough understanding of the gender context in Liberia, and experience working with government institutions and International or non-governmental organizations supporting gender and development work in the specific area of intervention.
- Familiarity with gender analysis tools and methodologies in the specific area of intervention.
- Strong communication skills, and ability to liaise with various stakeholders, including women and government institutions.

## **COMPETENCIES AND SKILLS**

- Excellent ability to communicate clearly in written, spoken English, and excellent presentation skills
- Excellent team player with good interpersonal skills
- Ability to manage workload with minimum supervision
- Ability to work under pressure and tight deadlines
- Ability to accommodate additional demands at short notice
- Ability to work in a multi-cultural environment
- Oral communication/ excellent presentation skills
- Proactive mind-set
- Experience in working with the GoL or AfDB funded projects.

The NIC now invites eligible individuals to indicate their interest in providing the Services. Interested person(s) must provide information indicating that they are qualified to perform the services (CV's, description of similar assignments, experience in similar conditions, availability of appropriate skills, etc.).

Selection will be based on qualifications and experience stipulated above: The estimated duration of services is **(12 months)** subject to renewal based on satisfactory performance.

Expressions of interest must be delivered in hardcopy or by email to the address below and clearly marked **“EXPRESSION OF INTEREST for GENDER EXPERT”** on or before

14:00 pm Local time Monday, July 15, 2024. Only shortlisted candidates will be contacted. Selection method will be done through the Individual Consultant Selection procedures. Only shortlisted candidates will be contacted.

All communication shall be addressed to:

**Hon. Melvin Sheriff, Sr.**  
**Executive Director**  
**National Investment Commission**  
**M&E Professional Building**  
**Sekou Touré Ave. UN Drive Tel: +231 777 544842**  
**Email: [msheriff@investliberia.gov.lr](mailto:msheriff@investliberia.gov.lr)**  
**Monrovia, Liberia**

With Attention to:

**Mr. Andrew Anderson**  
**Project Coordinator**  
**National Investment Commission**  
**M&E Professional Building**  
**Sekou Touré Ave. UN Drive Tel: +231 886 976983**  
**Email: [aanderson2024@gmail.com](mailto:aanderson2024@gmail.com) / [aanderson@investliberia.gov.lr](mailto:aanderson@investliberia.gov.lr)**  
**Monrovia, Liberia**

Copy:

**Mr. Boimah Gibson**  
**Procurement Officer**  
**Email: [boimahgibson@gmail.com](mailto:boimahgibson@gmail.com)**