



MINISTRY OF AGRICULTURE AND LAND RECLAMATION

DESERT RESEARCH CENTER (DRC)

REHABILITATION OF NEW AND EXISTING WADIS IN THE GOVERNORATE OF MATROUH

AN ACTION AWARDED TO DRC WITHIN THE FRAME OF THE “EU JOINT RURAL DEVELOPMENT PROGRAMME”
A PROGRAMME FUNDED BY EUROPEAN UNION AND IMPLEMENTED BY THE ITALIAN MINISTRY OF FOREIGN AFFAIRS AND INTERNATIONAL COOPERATION

(COMMISSION DECISION’S ENPI/2013/024-474)

PROFESSIONAL VACANCY ANNOUNCEMENT No. 1/2016

A PART-TIME INTERNATIONAL CONSULTANT FOR ASSISTANCE ON MANAGEMENT OF THE ACTION “The Rehabilitation of New and Existing Wadis in the Governorate of Matrouh”.

The Desert Research Center in Egypt intends to recruit An International Consultant in the framework of the Action “Rehabilitation of new and existing wadi in the Governorate of Matrouh” , financed by the European Union and implemented by the Italian Ministry of Foreign Affairs and International Cooperation.

1. BACKGROUND

In 2009 the Government of Egypt prepared the ‘Sustainable Agricultural Development Strategy towards 2030’, which aims to modernize agriculture and make efficient use of the available natural resources. The main strategic axes of the Governmental policy document are: i) to promote the sustainable use of natural agricultural resources, ii) to increase land and water productivity, iii) to improve the competitiveness of agricultural products. The overall goal is to improve food security of the rural inhabitants and to reduce poverty rates in rural areas. Recent Governmental policies in rural development emphasized the needs of expediting the steps that can boost the economy and improve productivity. The following top priorities were set up by the Government: i) making more land available for agriculture and ii) ensuring adequate food supplies at affordable prices.

The Joint Rural Development Programme (JRDP) financed by the European Union in 2014 is in line with the above mentioned Governmental rural development policies. JRDP is an area based

initiative implemented by the Italian Development Cooperation in Matrouh, Minya and Fayoum Governorates. The JRDP aims to strengthen the capacities of rural associations, both farmers and non-farmers, in terms of sustainable management of local resources and to explore new and innovative solutions for generating income. The JRDP overall objective is to improve the quality of life of the people living in the rural areas with special focus on the sustainable management of territorial resources. The JRDP specific objectives are:

- To increase sustainable agricultural production by managing soil and water resources more effectively and adopting Good Agricultural Practices (GAP);
- To improve rural livelihoods by promoting income-generating activities (agricultural/non-agricultural) and making best use of local resources.

The said action is co-financed in parallel by the Italian Ministry of Foreign Affairs through the “Matrouh Rural Development Project” and the “Socio-economic development initiative in the North West Coast of Egypt”.

In Matrouh the initiatives are intended to improve the living conditions of the Bedouin population through a streamlined management of water resources and the construction and/or rehabilitation of facilities for water capture, harvesting and storage.

Technical and administrative management is assured by the Programme Management Unit (PMU) of the JRDP. The main partner is the Ministry of Agriculture and Land Reclamation. The Contracting Authority is the Italian Embassy in Cairo.

Based on the invitation from the Italian Embassy in Cairo to DRC to apply for a grant to rehabilitate new and existing wadi in Matrouh, DRC submitted a concept note followed by a full application document aiming to implement this action. The Italian Cooperation and the EU-JRDP management approved the proposed action presented by DRC. In May 2016 the Desert Research Center (DRC) signed a direct award contract for “**The Rehabilitation of New and Existing Wadis in the Governorate of Matrouh**”. The location of the action is the rural areas of the North West Coast (Matrouh Governorate) which extends from Fouka in the East to El-Salloum in the West, for a depth of 40 km from the coastline.

2. OBJECTIVES OF THE ACTION:

The Overall Objective of the action is to improve the socio-economic life of the people living in the rural target area with special focus on the sustainable management of the main natural resources (soil and water) and to reduce the poverty and create job opportunities for those people through increasing the sustainable agricultural production by increasing arable land surface and improving productivity of existing ones. The action also aims to increase the water coverage of the household.

The Specific Objective of the action is to improve and increase the use of rain water to cultivate new arable land of wadi, improve productivity of existing wadi, and increase water harvesting to reduce the severe shortage of water supply for domestic use and ensure supplementary irrigation to the cultivated land during dry seasons. The action will also provide agricultural equipment and inputs to ensure the proper cultivation of the land and the sustainability of the action. In addition the action will improve rural livelihoods through creation of new job opportunities particularly for women and youth, and empower their role in rural development.

The action will achieve the specific objectives through the empowerment of the needs of the inhabitants to increase their income from agriculture and in supporting their food security.

DRC and its affiliated applicant “The Sustainable Development Center for Matrouh Resources (SDCMR)”, will implement the action by adopting a participatory approach with local communities being involved in all implementation phases.

2.1 Implementation of the Action will result in the following five main outputs:

Output 1: Cultivated land increased through the development of 15 km of new Wadi to increase the cultivated land area and the income of landless inhabitants, support their food security and create job opportunities for women and youth.

Output 2: Rehabilitation of 35 km of existing Wadi to repair and improve the damaged works and maximize the agricultural productivity to increase the income of the beneficiaries, support their food security and create job opportunities for women and youth.

Output 3: Construction of 100 Cisterns to harvest rain water to be used for domestic use and/or for supplementary irrigation in the cultivated wadi during dry seasonal periods.

Output 4: Supply agricultural machinery, equipment, and inputs to support cultivation of the new and existing wadi.

Output 5: Carry out Gender, Environmental, and Operational Capitalization Studies.

2.2 Management and Logistics of the Action

The staff of the DRC and the affiliated applicant SCDMR will dedicate their human, logistic, and financial resources for the implementation of the action.

A Project Management Committee (PMC) will be established to plan, coordinate, implement, and supervise all action’s activities from the technical, financial, and legal point of view. The team will be composed of staff from the DRC and SCDMR. Additional supporting staff including an International Consultant for Assistance on Management of the Action (International Coordinator) and a Civil Engineer will be recruited for specific tasks. The following staffs are the key members of the PMC:

2.2.1 DRC Staff:

Staff based mainly in Cairo, paying periodic visits to the project site in Matrouh to coordinate, monitor and evaluate field works:

- President of DRC
- Vice-President of DRC
- Head of Administration Sector
- National Coordinator, officially representing DRC and liaising with all parties to manage and supervise all of the action’s activities
- Three administration/procurement personnel, responsible for procurement, administration, accounts keeping and stores
- One Engineer for mapping and GPS works
- One driver

2.2.2 SCDMR Staff:

Staff mainly based at the SCDMR offices in Marsa Matrouh:

- One Field Project Manager
- Five Engineers to supervise the implementation of works
- Two Survey Engineers
- One Administrator
- 4 pick-up car drivers
- Agricultural Machinery Operators.

The DRC premises in Cairo and the SCDMR premises in Matrouh will be dedicated for the implementation of the Action together with the SCDMR premises in the sub-regions within the action area (Ras El-Hekma, Negeela, and Sidi Barrani). The SCDMR workshop, yards, and stores in Matrouh will be used for storing and/or maintenance of the agricultural machinery, equipment, and inputs.

3. DUTIES AND RESPONSIBILITIES OF THE INTERNATIONAL CONSULTANT

The Incumbent is recruited on a part-time basis to support DRC/SCDMR during the implementation of the proposal “ **Rehabilitation of New and Existing Wadis in the Governorate of Matrouh**”. His/her role will focus on providing the necessary technical and administrative support to supervise, advise, coordinate and monitor the activities making sure that the financial and technical reporting are in line with the EU rules and regulations.

The Incumbent will be based in Cairo with periodic short visits to the project area in Matrouh Governorate.

The Incumbent will report to the DRC President and work closely with the National Coordinator and key DRC and SCDMR staff. His/her duties will include the following:

- To familiarize himself / herself with all relevant project documentation including: the Grant Contract Special Conditions; Project Proposal and Logical Framework Matrix (Annex I) and Budget for the Action (Annex III); the General Conditions¹ (Annex II); Procurement Rules (Annex IV) the PRAG² rules and the EU Communication and Visibility Manual.
- To maintain regular contact with key project stakeholders including the JRDP PMU, JRDP Regional Officer in Matrouh; Ministry of Agriculture officials in Matrouh Governorate; representatives of other donor agencies and JRDP grant beneficiaries including the organization selected by JRDP management for the implementation of the GAP component in the action area in order to extend GAP services to the beneficiaries of the new and rehabilitated existing wadi.
- To carry out field monitoring visits to Matrouh at the end of each semester for the collection of field information and data needed. An initial familiarisation visit to Matrouh at the beginning of the first semester will also be necessary in order to draw up the action work plan with the DRC and SCDMR project staff.
- To assist the National Coordinator to ensure that the action is implemented in compliance with the provisions contained in the Grant document

¹ General Conditions applicable to European Union-financed grant contracts for External Actions

² Practical Guide to Contract Procedures for EU External Actions

- To support the National Coordinator in its responsibilities to supply all documents and information to the EU-JRDP which may be required under the grant contract;
- To support the National Coordinator in its audit related responsibilities and during the preparation of tender dossier/procurement procedures till the signature of the contract and in compliance with Annex IV of the grant contract;
- To support the National Coordinator during the preparation of narrative and financial reports (annex VI of the grant contract), payment request (annex V of the grant contract), TOR for auditors (annex VII of the grant contract);
- To oversee the preparation of the terms of reference and monitor the output of the Consultants recruited to undertake the action's three proposed studies, viz. i) Gender Study; ii) Environmental Impact Assessment Study; iii) Operational Capitalization Study and iv) Baseline and End line Assessments as well as the mid-term review and ensure that they are selected and recruited in accordance with EU regulations.
- To oversee the preparation of the communication and visibility plan and ensure that all visibility materials produced are in accordance with EU regulations.

4. DURATION OF THE ASSIGNMENT

- The assignment will commence at the end of the selection process, and will be implemented on a part-time basis. Its total duration will be up to 216 working days, averaging six working days per month over the grant contract's 36 months implementation period and in accordance with the Budget for the Action.

5. EXPERTISE REQUIRED

5.1 Qualifications and skills

- University degree (or equivalent) in topics related to economics, agriculture, rural development or other social sciences; a Master's degree would be an asset;
- Excellent written and oral English. Some knowledge of Arabic would be an asset;
- Excellent report writing skills;
- Fully computer literate;

5.2 General professional experience

- At least 15 years of experience in EU project management in at least two of the following sectors: agriculture, rural development, land utilization, environment/sustainable development, local development and business development;
- Ensuring good communication with project stakeholders;
- Experience on EU project/contract management (in particular grant schemes);
- Experience in design and implementation of visibility/communication interventions in EU funded projects.

5.3 Specific professional experience

- Significant experience in the organisation and management of projects focusing on grant funded activities in the rural/agricultural sectors.
- At least 5 years of experience in rural development issues, e.g. social and poverty assessments, developed consultation and participation strategies and mechanisms, familiarity with gender issues, etc.;
- At least 10 years of experience of working in project management offices and technical assistance teams including the delivery of on-the-job training and building the capacities of the staff assigned to the office;
- Preparation of TOR for short-term consultancies and supervision and guidance of short-term experts;
- Experience in the monitoring and evaluation of development projects;
- Experience in implementing Natural Resource Management measures will be an asset.

6. EVALUATION OF APPLICATIONS

- The selection will be conducted by an Evaluation Commission nominated by the Chairman of the Desert Research Center.
- **Education, experience, competencies and preferred requirements (Max 70 points)**
- Verification of the possession of the essential and preferential requirements according to the documentation presented by the candidate, with particular reference to the academic titles obtained and the professional experience owned.
- Candidates scoring at least 55 points will be included in the shortlist and will be invited for an interview.

- **Interview (Max 30 points)**
- The interview will be carried out through audio/video connection (e.g. Skype), or at the premises of the Desert Research Center Office in Cairo.
- No reimbursement will be granted to those travelling in Egypt for the interview.
- Candidates scoring at least 85 points at the end of the process will be included in the final list of endorsed candidates valid for a period of two years.
- Youngest candidates will be preferred in case of a final equal score.

7. HOW TO APPLY

The submission of the application duly signed (Annex 1) will indicate the number of the vacancy announcement, and should include the attached form Legally Binding Statement (Annex 2), indicating:

- a. Surname, name, date and place of birth.
 - b. Residence.
 - c. Citizenship.
 - d. Absence of conviction in any criminal offence or under any criminal proceeding pending.
 - e. No involvement in current legal or penal action for crimes against Public Administration.
 - f. Studies certificates indicating the dates of issue and the names of Academic Institutions.
 - g. Fully possession of political and civil rights.
 - h. Not having being dismissed for fault from employment by a Public Administration office.
- Any false declaration will incur on penal sanctions.

The application should also include:

1. Cover letter in English (max one page).
2. Copy of valid Passport.
3. Curriculum vitae in English (Europass format).
4. Language Europass passport (English version).

The signed application and all attachments should be received **within and not beyond 12:00 hours (Central European time) of the October 5th, 2016** at the following email: drc_office@yahoo.com. We encourage applicants to submit the application well before the deadline date. The subject of the email must contain the vacancy announcement number. The applicant must communicate any variation occurred after the presentation of the application to this vacancy. Please be aware that the application's attachments **must not exceed 9MB** in size and that applicants will receive a confirmation email of the received application. In case applicants will not receive the email it will be their responsibility to contact the above mentioned emails and request the confirmation. The Desert Research Center Office decline any responsibility for application not received.

8. EXCLUSION FROM SELECTION PROCEDURES

The applications containing the following defects will not be considered valid:

- a) Application made without having all requirements described in this announcement
- b) Applications not signed
- c) Applications received after the deadline of the present announcement.

9. RESULTS OF THE SELECTION

The short listed candidates will be informed on the results of the selection process.

10. PROTECTION OF PRIVACY

The candidates will give their unambiguous consent to the use of their personal data for the purpose of this selection process.

11. PROTECTION CLAUSE

At any stage of the selection process the Desert Research Center in Cairo has the right at his own discretion to not entrust the work assignment related to the present vacancy announcement.

**President of the
Desert Research Center
Prof. Dr. Naiim Moselhy**