



**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’S DECISION ENPI/2013/024-474)**

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**PROFESSIONAL VACANCY ANNOUNCEMENT No. 01/2018**

**A SHORT-TERM EXPERT FOR A MID-TERM REVIEW OF THE RESULTS OF THE ACTION**

**“The Rehabilitation of New and Existing Wadis in the Governorate of Matrouh”.**

The Desert Research Center in Egypt (DRC) intends to recruit an Expert to undertake a Mid-Term Review 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.

**Deadline for submission of the CV: June 18, 2018.**

**Contract duration:** Up to 25 working days on a part-time basis.

**Expected start of employment:** At the end of the selection process.

**Duty station:** Cairo with field visits to Matrouh Governorate.

**Remuneration:** will depend upon qualifications and experience of the selected candidate.

**1. BACKGROUND**

In 2009 the Government of Egypt (GoE) 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 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” (SEDNWCE).

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, namely dykes and cisterns 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 wadis 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 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.

The DRC project management has established links with several similar development actions that are being implemented in Matrouh Governorate and which are also funded by the EU-JRDP, including:

- The International NGO, ACF Spain (Action against Hunger) which is implementing a project entitled; “Water Supply through Household Water Harvesting Practices for Sustainable Management of Territorial Resources – “Wash Matrouh”, in the target area of Ras El Hekma, Matrouh, El Negila, Sidi Barrani and El-Salloum districts. ACF is working in cooperation with the Arab Center for Studies on Arid Land Development (ACSAD). The technical input in this project is being implemented by DRC/SDCMR.
- The Food and Agriculture Organisation of the United Nations (FAO) who are implementing a project entitled; “Water Harvesting and Good Agriculture Practices for Improved Livelihood and Increased and Sustained Production in Matrouh Rain-fed Agricultural Areas” which is focused on the application of Good Agricultural Practices (GAPs) by small-scale farmers. The purpose of the action is to improve the living condition of small-scale farmers, both male and female, in the

Matrouh rain-fed agricultural areas. The project will construct water harvesting structures (cisterns) and build the capacities of farmers on GAPs in improving livestock production as well as in the cultivation of olive, fig, almond, wheat and barley.

- The SDCMR was directly involved in the implementation of the Matrouh Rural Sustainable Development Project (MARSADEV) and the Socio-economic Development initiative of North West Coast of Egypt (SEDNWCE) from 2014 to 2017. It has retained many of the assets provided by this project including agricultural equipment and tools which will be available for use in assisting the beneficiaries of the current project.

## 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 and livestock 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) is implementing 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 wadis to increase cultivated land area.

Output 2: Rehabilitation of 35 Km of existing wadis 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 to women and youth.

Output 3: Construction of 100 Cistern to harvest rain water to be used mainly for supplementary irrigation in the cultivated wadi during dry seasonal periods and for some domestic and livestock use.

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

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

## 2.2 Management and Logistics of the Action

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

A Project Management Committee (PMC) has been established to plan, coordinate, implement, and supervise all the action's activities from the technical, financial, and legal point of view. The team is 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 who has been recruited for specific tasks. The following staffs are the key members of the PMC:

### 2.2.1 DRC Staff:

Staff based mainly based 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 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 Executive 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 have been 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 are being used for storing and/or maintenance of the agricultural machinery, equipment, and inputs.

## 3. PURPOSE OF THE MID-TERM REVIEW

The main purpose of the independent and external mid-term review is to assess whether the project is on track in terms of achieving the objectives that have been set, and to learn from and improve the ongoing work for the remaining duration of implementation. It is also a purpose of the mid-term review that those responsible for implementing the project are capacitated on carrying out monitoring

and evaluation. The mid-term review should therefore be done in a participatory manner, including the project's stakeholders and beneficiaries in the work so that the review can be a learning process for them.

#### **4. DUTIES AND RESPONSIBILITIES OF THE MID-TERM REVIEW EXPERT**

The Expert will be recruited on a short-term basis to undertake a Mid-Term Review (MTR) of the project, **"Rehabilitation of New and Existing Wadis in the Governorate of Matrouh"** which is being implemented by DRC/SCDMR. The MTR will evaluate the implemented activities, expenditures incurred, constraints encountered, the remaining activities to be undertaken and assess the impact of the project action, identify the lessons learned and how the sustainability of the project's interventions can be ensured.

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

The Expert will report directly to the EU-JRDP Team Leader and work closely with the DRC President under the guidance of the National Coordinator and the Executive Manager and other key DRC and SCDMR staff. His/her duties will include the following:

- To familiarize himself / herself with all relevant project documentation including: The Project Proposal, Budget for the Action and updated Logical Framework Matrix; Interim Reports; the Communication and Visibility Plan, and; the Gender and Environmental Studies.
- To establish contact with key project stakeholders including the EU-JRDP PMU, EU-JRDP Regional Officer in Matrouh; Ministry of Agriculture officials in Matrouh Governorate; representatives of other EU-JRDP grant projects, other project stakeholders and final beneficiaries.
- To carry out visits to Matrouh Governorate for the collection of information and data needed with the assistance of DRC and SCDMR project staff.
- Preparation of monthly timesheets and brief reports on meetings held and site visits made.

On commencement of the assignment, the Expert will receive all available information from the DRC National Coordinator and appropriate visits and meetings will be arranged with the project's stakeholders and final beneficiaries.

##### **4.1 Methodology of The Mid-Term Review**

The review will be based on the findings and factual statements identified from review of relevant documents including the project contract documents, implementation reports, in addition to the gender and environmental reports produced by the project and the different promotional materials. The Expert will also undertake field visits and interview the stakeholder's including the target beneficiaries, and government officials (both at regional and district levels). Participation of stakeholders in the review should be maintained at all the times, reflecting opinions, expectations, and vision about the contribution of the project towards the achievements of its objectives.

The primary source of information for the evaluation shall be interviews with public officials and stakeholders within the communities where the project has been implemented. Information contained in the project's documentation and reports will be an important source of background information, which will help the Expert to elaborate questions and identify interviewees.

## 5. EVALUATION ISSUES TO BE ADDRESSED

### 5.1 Quality and Relevance of Project Design

Assess the appropriateness and relevance of the project design and activities towards expected goal, purpose, and outputs; and assess what adjustments need to be if any.

Have the changes that have taken place been relevant to the needs and priorities of the intended beneficiaries, and to the conditions of families living in poverty?

### 5.2 Efficiency of Planning and Implementation

Assess to what extent the available resources have been used economically in delivering the project outputs/results, in terms of quantity, quality and timeliness (efficiency).

#### Key guiding questions:

- Is the project action plan used and up to date?
- Cost and value for money: To what extent have the benefits justified the project costs?
- What percentage of activities in the project proposal and budget have been delivered?
- Is the expenditure incurred in line with the project budget?
- Is monitoring data being collected as planned, stored, and used to provide guidance for future projects?
- How have the contributions from governmental partner institutions been (as set out in the LFM), communities, target beneficiaries, other stakeholders, and authorities?
- To what extent is there cooperation with other EU-JRDP grant beneficiaries and other donor funded projects and programmes operating in Matrouh Governorate?

### 5.3 Effectiveness

Assess the major achievements of the project to date in relation to its stated objectives and intended results/outputs based on the updated logframe.

#### Key guiding questions:

- To what extent is the project contributing to an increase in water storage for utilisation in supplementary irrigation and for domestic and livestock consumption?
- To what extent is the project contributing to an increase in cultivated land area and increases in crop production and marketing?
- To what extent is the project providing technical and mechanical services, as well as crop inputs (e.g. seeds, seedlings, fertilisers, compost, pesticides, and hand tools) to the target beneficiaries?
- To what extent have new seasonal and permanent job opportunities been created amongst the rural population including employment for youths and women?

## 5.4 Impact

Assess the extent to which the benefits received by the target beneficiaries have had a wider overall effect on larger numbers of people in the sector or districts or in the governorate.

Key guiding questions:

- To what extent is the project contributing to a long-term positive effect on livelihoods within the project's target area?
- How is DRC and SDCMR making a difference?

## 5.5 Potential for sustainability, replication, and magnification

Assess to what extent the positive outcomes of the project at purpose level are likely to continue and be sustainable after the project completion.

Identify and describe both the positive and negative lessons learned from implementation of the project and provide a set of practical recommendations for any improvements or modifications for project implementation during the remaining period.

## 6. Reporting Requirements/outputs and deliverables

The final output of the MTR is required in report format, which should adhere to the EU standard format (to be shared after applicant selection). The comprehensive report should be submitted in English language and should be of high quality (publishable). It should provide substantive evaluation against indicators as outlined in the project proposal and the updated logframe and should be structured in terms of issues and related findings, assessment of performance, description of best practices, conclusions, lessons learned, recommendations and/or scenarios in line with relevance, efficiency, effectiveness, impact, and sustainability. The MTR should focus on the key topics as mentioned above as well as be forward looking and propose practical improvements and modifications to project implementation which should be adopted during the remaining period.

The Expert should present the draft MTR report, **by 31<sup>st</sup> July 2018**, in the English language, to the EU-JRDP Team Leader which covers all aspects of the review as detailed above.

In parallel with submission of the draft report the Expert will make a presentation of his/her findings and recommendations to an invited group of key project stakeholders including EU-JRDP PMU representatives and DRC/SCDMR staff.

The Expert will submit a copy of the final MTR report, **by 15<sup>th</sup> August 2018**, in both hard and soft copies, to the EU-JRDP Team Leader which incorporates comments made on the initial draft as well as any pertinent points arising during the presentation of the findings and recommendations mentioned above.

## 7. Payment Schedule

Payment of the Expert's fees will be made by DRC in Egyptian Pounds (EGP) according to the following schedule:

- 30% on initial signing of the assignment contract;
- 20% on confirmed receipt of the draft report by the EU-JRDP;
- 50% on completion and approval of the final report by EU-JRDP.

All payments of fees made to the Expert will be inclusive of transportation, accommodation, and meal costs and any other out of pocket expenditure.

## 8. EXPERTISE REQUIRED

### 8.1 Qualifications and skills

- University degree in agricultural economics or similar field of study. A doctorate or master's degree in a relevant subject (monitoring and evaluation) would be an asset;
- Arabic, if not mother tongue, at C1 European level both written and spoken;
- Fluency in English both written and spoken (C1 European level);
- Excellent report writing skills in English;
- Fully computer literate;

### 8.2 General professional experience

- Minimum 10 years of relevant professional experience during the implementation, monitoring and evaluation of projects and programmes in the sector of agriculture and/or rural development with international organizations and/or governmental and non-governmental bodies;
- Experience in field work activities, including interaction with agricultural producers, farmer groups and rural communities;
- Proven experience with planning, design, and implementation of M&E systems; M&E methods and approaches, data collection and information analysis;
- Good communication skills, particularly with project stakeholders;
- Experience in evaluating donor funded projects and programmes;

### 8.3 The following preferred requirements will be taken into consideration in the selection process:

- Experience for monitoring and evaluation of grants financed by the European Union;
- Experience in the project area and experience of rural development issues in Egypt;
- Knowledge of development of rainwater harvesting systems and supplementary irrigation;
- Knowledge of the application of good agricultural practices (GAP) particularly in dry land areas;
- An understanding of local development approach, with a focus on participatory processes, joint management, and familiarity with environmental and gender issues;
- Willingness to undertake field visits and interact with different stakeholders, especially final beneficiaries;
- Experience in implementing Natural Resource Management measures.

## 9. EVALUATION OF APPLICATIONS

The selection will be conducted by an evaluation committee formed by its Chairperson who will be nominated by the DRC President. The committee will be composed of DRC/SCDMR staff with observers from the EU-JRDP PMU. The candidate will be evaluated according to the following criteria:

### **Education, experience, competencies, and preferred requirements (Max 70 points).**

Verification of the possession of the essential and preferred requirements according to the documentation presented by the candidate, with particular reference to the academic titles obtained and the professional experience gained. 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 to 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.
- Youngest candidates will be preferred in case of a final equal score.

## 10. 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 been 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 or ID card.
3. Curriculum vitae in English.
4. The proposed work plan for implementation of the MTR and indicative timetable of activities to be undertaken.
5. A quotation of the total fees payable by DRC to undertake the MTR inclusive of all accommodation, transport, meals and other out of pocket expenditure expected to be incurred during implementation of the review.

The signed application and all attachments should be received within and not beyond 12:00 hours **(local Cairo time) of the June 18<sup>th</sup>, 2018** at the following email: [drc\\_office@yahoo.com](mailto: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 which may have 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.

#### **11. 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;

#### **12. RESULTS OF THE SELECTION**

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

#### **13. PROTECTION OF PRIVACY**

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

#### **14. 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**

**REHABILITATION OF NEW AND EXISTING WADIS IN THE GOVERNORATE OF MATROUH**

**ANNEX 1**

**Object: Professional Vacancy Announcement No. 0 1/2018**

To whom it may concern,

I hereby confirm my participation to the selection process for the vacancy indicated in the object and hereby enclose all the following documentation:

1. Legally binding statement (Annex 2)
2. Signed Curriculum Vitae in English
3. Cover Letter in English
4. Copy of valid ID document
5. The proposed work plan for implementation of the MTR and indicative timetable of activities to be undertaken
6. A quotation of the total fees payable by DRC to undertake the review inclusive of all accommodation, transport, meals and other out of pocket expenditure expected to be incurred during implementation of the review.

I would like to receive any communication at the following telephone number:

.....

and email address: .....

I give my unambiguous consent to the use of my personal data for the purpose of this selection process

Yours faithfully

(Signature)

(Your name)

(Date and place)

**ANNEX 2**

**LEGALLY BINDING STATEMENT**

i. Surname:

ii. Name:

iii. Date and Place of birth:

iv. Residence:

v. Citizenship:

vi. Absence of conviction in any criminal offence or under any criminal proceeding pending:

YES  NO

vii. Studies Certificates:

Date of issue:

Academic Institution:

viii. Studies Certificates:

Date of issue:

Academic Institution:

(Signature)

(Date and place)

**ANY FALSE DECLARATION WILL EXCLUDE THE CANDIDATE FROM THE PROCEDURE OF SELECTION OR THE JOB ASSIGNMENT.**