

VACANCY ANNOUNCEMENT (Ref: BBWJC-BLB-02)

The ILO Office in Lusaka is seeking to recruit a highly motivated and qualified candidate for the following position:

National Programme Officer: MSME Business Linkages Broker UN Programme on Economic Empowerment through MSME Development

Category and Grade: National Programme Officer Grade NO/A

Type of contract: Fixed term – 12 months

INTRODUCTION & BACKGROUND

The International Labour Organization (ILO) is leading the above-mentioned programme on behalf of the United Nations System in Zambia. It will contribute to broad-based wealth and employment creation and the promotion of decent work in Zambia. The programme will integrate and coordinate the respective activities of UN agencies to Deliver as One. The programme will run for 36 months starting 1st January 2008.

The programme is grounded in a systemic enterprise development approach, focusing on the potential of micro-, small and medium enterprises (MSMEs). It will include interventions which aim to build the capacity of national institutions to understand and facilitate business linkages involving MSMEs and large firms. This work will relate both to vertical linkages (between medium or large buyers and MSME suppliers) and horizontal linkages (clustering of MSMEs). It will introduce the UNCTAD EMPRETEC business linkages methodology and build on the existing work of the UNDP Growing Sustainable Business (GSB) initiative in Zambia.

The Business Linkages Broker will be responsible for engaging the private sector in innovative, pro-poor business models that integrate MSMEs in value chains, and building the capacity of national partner institutions to promote such business linkages.

Under the supervision of the Director of the ILO Office in Lusaka and the administrative and technical leadership of the Programme's international Chief Technical Adviser (CTA), with the support of the Chief, Enterprise Policies and Capacity-Building Section of UNCTAD, UNDP's Private Sector Division and in liaison with national partner institutions, the Business Linkages Broker will undertake the following duties:

- Undertake a scoping survey to identify, map and prioritise existing and potential business linkage opportunities as well as their strengths, weaknesses and challenges in the selected sectors.
- Identify and engage potential partner enterprises and other organisations including technical assistance and finance providers.
- Identify the supply needs of partner enterprises through dialogue, workshops, and working with their procurement officers.
- Based on the company selection criteria, identify, screen and select target MSMEs through nominations by stakeholders.

- Broker specific partnerships between large firms and MSMEs and between MSMEs and technical and advisory service providers to upgrade the productive capacities of MSMEs in line with buyers' needs.
- Help build national capacity in partner institutions to promote business linkages, through training, demonstration and ongoing technical assistance, and support the introduction of monitoring and evaluation mechanisms within partner institutions.
- Manage and direct short term consultants contracted to contribute to the above tasks.
- Liaise with other national GSB Brokers and other business linkage programmes in Africa, and report on progress to the CTA, UNCTAD and the GSB Global Program Manager.
- Identify emerging opportunities for business linkages, participate in programme development, and serve as advisor to the CTA, UNCTAD and Director of ILO.
- Contribute towards monitoring the progress of the programme and its connections to national (FNDP, NELMP etc) and UN priorities and programmes (including ILO's DWCP) by reviewing, verifying and analysing work-plans, progress reports, final reports and other data for clarity, consistency and completeness.

REQUIREMENTS

Education – First university degree level, with post-graduate diploma or qualification being considered as an advantage: in fields such as development studies, development economics, private sector development, micro and small enterprise development, finance, entrepreneurship or other related disciplines.

Experience - At least five years of professional (including projects/programmes) experience at the national level on issues relating to enterprise development, investment appraisal or private sector development. Direct experience of working within the private sector highly desirable.

Languages - Excellent command of English.

Competencies – Excellent ability to broker and manage coalitions between various parties using tact and diplomacy. Knowledge of enterprise development concepts and processes. Ability to interpret and assess the technical and commercial viability of business plans and partnerships, communicate effectively both orally and in writing. Ability to work independently and in multidisciplinary teams.

APPLICATION PROCEDURE

APPLY TO:

Applications and CV of women and men must be submitted to the following address quoting job title and vacancy number. Photocopies of certificates must be enclosed.

Only those candidates that are short-listed for interviews will be notified.

Deadline for submitting applications: ... 2007
