Terms of Reference

International Consultant

**Project Title:** Trade and Environment Programme

**Project Number:** INT/U1/163

**Assignment title:** International Consultant in sustainability and export value chains (agriculture and natural resources)

**Contract duration (including start/end date):** asap to 31st December 2015

**Duty station:** ITC HQ-based

**Travel:** Possible travel to client countries

**Background:**

The Trade and Environment Programme (TEP) is seeking an international consultant to fulfil project management, communication tasks and analytical work. ITC helps firms in developing countries integrate into the global economy through capacity building and access to trade intelligence. ITC’s Trade and Environment Programme builds capacity of small and medium enterprises in green economy segments of selected sectors including agro-food, non-wood forest products, textiles, wildlife products and leather. ITC also provides capacity building at the trade support institution (TSI) and trade policy levels. The overall impact of these projects is to raise incomes of producers whilst improving the sustainability of trade. The Programme provides market analysis of green export market opportunities, strengthening climate resilience and green development paths.

TEP promotes sustainable, climate smart and socially responsible export supply chains of agri-food and plant products (e.g. quinoa, cacao and tea) and animal products (vicuna, crocodile and python skin). TEP supports SMEs in East Africa (Kenya, Madagascar, and Uganda), Latin America (Andean-Amazonas region) and South East Asia (Indonesia, Malaysia, and Vietnam) in terms of capacity building, establishing market linkages as well as creating trade intelligence.

**Duties:**

The International Consultant will work under the overall supervision of the Head of the Trade and Environment Programme. The duties of the consultancy include the following activities:

- Communication activities for TEP in general and specific activities related to the TEP interventions in Latin America, East Africa and South East Asia
- Carry out green export potential studies, business guides, surveys across selected products and services, incorporating environmental risks and climate change resilience issues. Manage the delivery of external consultant outputs including market studies and other technical assignment (e.g. certified product markets, environmental services). Ensure they are completed on time and with the required quality.
- Carry out economic and value chain analyses of environment-related trade development issues, including particular focus on agri-food sector, non-timber forest products, climate change, biodiversity, conservation issues.
- Support the design and implementation of Green Economy capacity building projects orientated to SMEs in developing and emerging economies (e.g. needs assessments); liaising with donors on project design and reporting.
- Contribute to training activities through organizational activities (liaising with partners, administrative duties, delivering technical presentations, market studies) (in Geneva and abroad).
- Provide in-house support on trade and environment questions pertaining to SME and policy maker needs. Support the preparation of briefings to Senior Management.
- Assist in the roll-out of an Environment Mainstreaming Strategy across ITC
- Work cooperatively with the rest of the TEP team, section and across ITC

Expected outputs and timelines:
- Edited value chain studies from the agri-food, sustainability and biodiversity sectors
- Project proposals (Aid for Trade in the agriculture and natural resources area)
- Terms of references for consultancy assignments
- Presentations, impact stories, newsletters and brochure material in support of communication and outreach of the programme.
- Reviewed monitoring and evaluation framework and improved communication of results and impacts of TEP interventions

The tasks may vary subject to ad-hoc requirements and priorities at the time of the assignment.

Payment schedule:
To be determined on the basis of the professional and academic experience of the candidate.

Qualifications, Competencies and experience required:

Qualifications:
- The candidate should hold a Master’s Degree in Applied Economics (e.g. agriculture, environment, development studies) or related field (e.g. agriculture, forestry, development studies, business studies) with socio-economic/natural resource/environment/agriculture specialization.
- A minimum of three years of professional work experience in an international organization, research institute, NGO or government.

Competencies:
- Communications skills
- Up-to-date knowledge and socio-economic analytical skills desirable in the context of trade, agriculture and natural resources
- Knowledge of logframes and monitoring and evaluation desirable
- Knowledge of economics and export value chains of natural resource based products

The ideal candidate will have a majority of the following skills:
- Proven capability to write clear and concise project documents, reports and papers
- Strong capacity to work in a collaborative way within a small team and in a multicultural environment
- Flexibility and ability to work under pressure and tight deadlines

Languages:
Fluency in written and spoken English is required. Working knowledge of other UN languages would be desirable.

Please submit your application to the Alexander Kasterine, Head Trade and Environment Programme, (environment@intracen.org) with a short CV and a one-side letter explaining the motivation and interest in the post. Deadline is midnight (CET) Sunday, 15th March, 2015.