

Terms of Reference
Textiles and apparel environmental expert - National consultant

Project Title: Textile and Apparel Network for Africa (TANA)

Assignment title: Textiles and apparel environmental expert – National Consultant

Duty station: Ghana

Travel: possible domestic travel

Start date: mid-June 2021

End date: end of August 2021

Background:

The International Trade Centre (ITC) is a joint agency of the United Nations and the World Trade Organization supporting the internationalization of SMEs. Its joint mandate combines a focus on expanding trade opportunities with the aim of fostering sustainable development.

The International Trade Centre (ITC) is a joint agency of the United Nations and the World Trade Organization for trade-related technical cooperation in developing countries. ITC assists small and medium-sized enterprises in developing and transition economies to become more competitive in global markets, thereby contributing to sustainable economic development within the frameworks of the Aid-for-Trade agenda and the Sustainable Development Goals.

The Textile and Apparel Network for Africa (TANA) project is part of the Special Initiative Training and Job Creation by the Federal Ministry for Economic Cooperation and Development (BMZ) to contribute to the implementation of the Marshall Plan with Africa and the investment partnership G20 Compact with Africa.

The project aims at strengthening market linkages between European and African textile and apparel companies by building capacity of local textile and apparel companies to meet commercial, sustainability and quality requirements by international buyers.

Description of Duties/Responsibilities

The Consultant(s) will work under the direct guidance of the Project Manager and in close coordination with the Country Coordinator and will undertake the following duties:

Coach 5 Ghanaian companies in the textiles and apparel sector to develop a resource efficient and circular production strategy (incl. different measures and related business cases)

- Use the ITC Resource Efficiency and Circular Production (RECP) Approach to support companies in defining measures on how make their existing production practices more resource efficient and circular and develop a strategy on how to implement these measures. It is crucial that a cost-benefit analysis is conducted for each recommended measure;
- Conduct around 3 face-to-face meetings with each company (for an accumulated total of 5 days) to go through the different steps of the ITC RECP Approach;
- Ensure that the content of each of the meetings is duly documented in a mission report (template to be provided by ITC) as well as pictures of current practices/machines/improvement, etc;
- Produce a strategy document, which is aligned with SME management (the “company resource efficiency strategy”). The document needs to entail:
 - Executive summary;
 - Description of the environmental performance of the company (e.g. water and energy use, waste disposal, pollution, etc.);
 - Resulting environmental impacts and cost inefficiencies;
 - Description of measures that mitigate resource efficiency gaps and promote circular; production processes. Prioritized measures need to include a cost-benefit analysis to confirm their bankability;
 - Recommendations for implementation, responsibilities and potential need for external financing for measures and next steps;
 - Communication plan to internal and external stakeholders.

- Exchange with other consultants working on a similar assignment with other companies as part of the RECP component in Ghana to share best practices.
- Complete ITC's monitoring table with data points (e.g. resource consumption, potential cost savings per company etc) collected for the preparation of the RECP strategy documents.
- Present the content of each strategy document to the company management and discuss the way forward for implementation of the recommendations.

Note: ITC's project management team in Geneva will provide feedback on the strategies the consultant should address together with the companies.

Expected Outputs and Timelines

Deliverable 1 (due by mid-July 2021)

- Coaching schedule per company finalized and first round of coaching sessions for 5 companies finalized and documented in the first chapters of the company strategy document;
- Second round of coaching sessions for 5 companies finalized and documented in the next chapters of the company strategy document;

Deliverable 2 (due by mid-August 2021)

- Third round of coaching sessions for 5 companies finalized and documented in the next chapters of the company strategy document;
- Coaching programme and resource efficient and circular production strategies for 5 companies finalized and documented.

Deliverable 3 (due by end of August 2021)

- Preparation of 5-10 summary slides of strategies for each company and presentation at final project workshop.
- Submission of completed ITC's monitoring table.

Skills

- Competent user of Microsoft Office applications (Word, Excel, Outlook, PowerPoint) and the development of online surveys;
- Attention to detail;
- Ability to work independently and to solve problems;
- Flexibility and ability to work under pressure and tight deadlines;
- Excellent communications skills, both oral and written;
- Excellent communication, diplomatic, presentation skills and ability to maintain effective partnerships and working relations in a multi-cultural environment with sensitivity and respect for diversity.

Required profile:

The consultant should fulfill the following criteria:

- Track record of working with the private sector in Ghana;
- Experience with undertaking environmental assessments of SMEs, preferably resource efficiency and circular production assessments (water, waste, chemicals and/or energy-related).
- Previous experience in the textiles and apparel sector is an asset;

Education

Choose one

- Undergraduate degree (BA/BSC or other)
- Advanced degree (MA/MSc or other)
- Post-graduate degree (PhD or other)
- Secondary school
- Other

Education

Economics, business administration, geography, environmental engineering, corporate sustainability, or related field.

Experience required

At least 5 years of experience working in business related topics preferably in Ghana. Preferably, experience in undertaking environmental assessments of SMEs, preferably resource efficiency and circular production assessments (water, waste, chemicals and/or energy-related).

Language

Fluency in English.

Prospective candidates are invited to submit their application by sending their CV to Mrs Ann-Kathrin Zotz (zotz@intracen.org) and Mrs Ana Batalhone (batalhone@intracen.org) by midnight CEST 28 May 2021.