



## **GOVERNMENT OF GRENADA**

### **Ministry of Finance, Planning, Economy, Energy & Cooperatives**

Applications are invited from suitably qualified persons to fill the position of *Human and Social Capacity Building Specialist, Government of Grenada/Market Access and Rural Enterprise Development Programme (MAREP)*.

The project is funded by the Government of Grenada, the Caribbean Development Bank (CDB) and the International Fund for Agricultural Development (IFAD).

#### **DUTIES AND RESPONSIBILITIES**

To ensure the efficient and effective implementation of the Human and Social Capital Building and Inclusion of the Vulnerable Groups Component of the MAEP, and to provide training, supervision and orientation, to the Community and Youth Officers.

#### **SPECIFIC SCOPE OF WORK**

- (a) Training of Community and Youth Officers in concepts, tools and techniques for rural organizations empowerment and organizational strengthening;
- (b) Provide training on empowerment to other Programme staff;
- (c) Develop the life-skills and personal development training programme (content and methodology);
- (d) Orient and supervise the Community and Youth Officers, so they can provide the Programme beneficiaries (particularly CBOs, Producers Groups, Associations and Cooperatives) with the required life-skills and personal development training;
- (e) Make arrangements for sub-contracting of or subscription of MoU with specialised Service Providers for training on specific topics such as domestic violence, responsible fatherhood, environmental awareness and natural resource conservation, coping strategies for food security, etc.;

- (f) Help identifying CBOs interested in organising HIV/AIDS camps for youth at Parish level, and make the necessary arrangements with the Service Provider;
- (g) Put in place mechanisms that will ensure that vocational skills training is accessible for both young men and women;
- (h) Make arrangements with Service providers for skills training programmes which include personal development training and required literacy courses, and job placement;
- (i) Assist and supervise COs in the participative assessment of interest in targeted communities for participation in skills and vocational training, an inventory of the type of skills and vocational training services to be provided, to whom, at what costs, and logistical arrangements needed.
- (j) Follow-up, together with the Service provider for skills and vocational training and the Monitoring and evaluation specialist of the PMU, on job placement and rates of success of started businesses after skills training;
- (k) Help identify the CBOs, Producers Groups, Associations and Cooperatives that should be targeted by the Programme;
- (l) Organise for selected local male and female leaders and members of CBOs, youth councils, Producers groups, Associations, Cooperatives, etc. national and international exchange visits;
- (m) Assist CBOs, Producers Groups, Associations and Cooperatives with organizational strengthening, membership, increase of their financial resources, and human capital building through practical training workshops and support, national and international exchange visits;
- (n) Make the necessary arrangements for rural organisations to become officially registered;
- (o) Assist CBOs, Producers Groups, Associations and Cooperatives with the elaboration of Community Development or Organizations Strategic Plans and the building of social capital and strengthening of their network of strategic alliances through amongst other the organization of “Round Table Negotiations”;
- (p) Assist with the introduction and implementation of the “farmer to farmer” training concept;
- (q) Assist with the development and/or arrangements with service providers for a National advocacy programme on gender and youth issues;
- (r) Assist rural organisations so they can present proposals for support to co-financing their plan to the RIF for either productive, social or enterprise investment windows;
- (s) Accompany and train rural organisations in the various aspects required for Direct Implementation by Beneficiaries, and the administration of Funds;
- (t) Organize and supervise the development of at least 4 systematizations of relevant experiences related to human and social capital building, gender equity or youth participation;

- (u) Help develop and implement mechanisms that contribute to feeding back lessons learned and knowledge developed into IFAD's country or regional-level policy dialogue, and programme development work, national policy formulators, legislators and executive bodies

## **QUALIFICATIONS**

University Degree in a related field. Understanding of and experience with the development of rural organizations (women's groups, farmers/ producers groups and or associations, cooperative), specific to the Caribbean and Grenada; and at least 5 years of hands-on experience with community development, rural empowerment, strategic planning for small organisations, applied and practical training methodologies, working with rural youth, gender equity and participatory methodologies. A successful work experience in previous in similar projects is an asset.

## **SALARY**

Salary commensurate with qualifications and experience

Interested persons should forward **two letters** of application and resume by December 15, 2010 to:

Permanent Secretary	Dept. of Economic and Technical Cooperation
Ministry of Finance, Planning, Economy	Ministry of Finance, Planning, Economy,
Energy & Cooperatives	Energy & Cooperatives
The Carenage	The Carenage
St. George's	St. George's
Grenada	Grenada

Applications may also be submitted electronically to: [thomas.alisha22@gmail.com](mailto:thomas.alisha22@gmail.com) and [financegrenada@gmail.com](mailto:financegrenada@gmail.com)

Unsuitable applications will not be acknowledged.