



TERMS OF REFERENCE

COMPANY: AGRITEAM CANADA CONSULTING LTD (Ukraine Office)

PROJECT: Support to Ukraine's Reforms for Governance (SURGe)

Project office name: Office for Investment projects facilitation and SMEs development in the regions

Position: Expert (multiple positions)

ToR Date of Issuance:	20 December 2019
Due Date for Applications:	03 January 2020

Agriteam is committed to provide equal employment opportunity for all employees and applicants on the basis of merit.

About Agriteam Canada:

Agriteam Canada is one of Canada's leading international development firms, providing management and technical expertise to developing and transitional country partners on projects that promote sustainable growth and meaningful opportunities for people to improve their lives. Over the past 30 years, we have implemented over 370 projects in more than 65 countries.

Agriteam has two offices in Canada and 11 offices around the world, including an office in Ukraine. Over the almost thirteen-year of Agriteam presence in Ukraine, the team successfully implemented five international technical assistance projects.

About the SURGe Project:

In October 2019, Agriteam Canada launched a new five-year project in Ukraine: **Support to Ukraine's Reforms for Governance (SURGe)**.

SURGe's Ultimate Outcome is to help the Government of Ukraine (GoU) to deliver governance and economic reforms that better respond to the needs of its citizens. To achieve this, the Project will strategically enhance and strengthen the GoU's reform management functions, namely its capacity to undertake planning and analysis of reforms that consider citizen impact, and to implement these reforms.

Reform Initiative and Position Summary:

The Government of Ukraine (GoU) is considering the establishment of the **Office for Investment project facilitation and SMEs development in the regions** to enhance capacity of government institutions at the national and subnational levels to prepare and implement investment projects, develop the competences of amalgamated territorial communities (ATCs) to identify, plan, design and implement investment projects in results-based way, with consideration of community needs, development of small and medium-sized enterprises in the regions, including women-led entrepreneurship.

Under the SURGe Project, a team of experts will be deployed to the Government of Ukraine to:

- I. Increase capacity of ATCs to drive investment projects that create jobs and meet community needs, identify investment opportunities, develop strategies, design investment projects, attract appropriate financing and implement investment projects;

- i. Increase capacity of local authorities to develop methodologies and tools to facilitate investment processes in the regions;
- ii. Support small and medium-sized enterprises, including women-led businesses, in the regions to have access to information, methodologies, tools and governmental support.

For this reform, the SURGe Project is looking for the **Experts** (multiple positions) who work with the team to implement the workstreams outlined above.

The experts will be based in Kyiv.

Level of Effort: Full time.

The duration of the contract is till June 2020 with a possibility of extensions (subject to additional approvals and results during the previous contract).

For contracting (after the job offer is made), the selected candidate should be able to get registered as a Private Entrepreneur of the 3rd group (consultancy services).

Indicative Duties and Responsibilities (scope of work):

1. Together with other experts in the team: define a work plan (general scope of work outlined in the *Reform Initiative and Position Summary* section);
2. Ensure delivery of the results as per the agreed scope of work;
3. Data and information search, integration and analysis;
4. Preparation of materials and presentations, processes description and coordination;
5. Participate in development of recommendations, tools, methodologies;
6. Participate in development of capacity building programs/practical materials for ATCs;
7. Participate in the design and delivery of pilot projects.

Preferred Qualifications and Skills:

1. Master's Degree in Economics, Finance, or other relevant field;
2. Strong understanding of GoU economic growth vision and regional development reform agenda, and excellent knowledge of project management principles;
3. 5+ years of professional experience in the area of investment projects implementation, projects management, business/governmental consulting or related areas;
4. Strong understanding of investment projects design and implementation processes;
5. Experience in modelling and analysis of operational processes;
6. Impeccable ethical standards;
7. Fluent English and Ukrainian.

To apply:

Submissions must be prepared in English and delivered electronically **by 17:00 Kyiv time on 03 January 2020** to the following address: valerijas@agriteam.ca.



All submissions must include:

- 1) Applicant's CV;
- 2) Applicant's letter of interest.

Please ensure to state **Expert - Investment project facilitation and SMEs development in the regions** in the e-mail subject line.

Applications received after the indicated deadline and/or without letter of interest will not be reviewed and considered.

Please note: only short-listed candidates will be contacted for follow-up. We do not welcome unsolicited phone calls.