Climate Resilience Execution Agency for Dominica (CREAD)

TERMS OF REFERENCE

Private Sector Development Specialist

DESCRIPTION

Following the devastation caused by Hurricane Maria in September 2017, the Government of the Commonwealth of Dominica (GoCD) established a specialized, autonomous entity, the Climate Resilience Execution Agency for Dominica (CREAD), to lead the thrust to make Dominica the first climate resilient nation in the world.

CREAD is funded by international development partners, and has a clear focus on identifying, prioritizing, developing and implementing transformational projects that build strong communities, a sustainable economy, durable infrastructure and critical supporting systems to make Dominica more resilient. It operates at the highest levels of professionalism, integrity and efficiency, and works closely with key strategic and operational partners from the public, private and social sectors to deliver results.

OBJECTIVES

The Private Sector Development Specialist will provide technical support for the management and supervision of Private Sector funded/operated or supported initiatives championed or coordinated by CREAD.

RESPONSIBILITIES:

- Provides strategic and technical leadership on the development of new Private Sector projects and initiatives to address gaps between the Public Sector Investment Program and the Climate Resilience National Plan (CRNP);
- Creates robust business plans, identifying key stakeholders, funding sources and impact/relevance to the CRNP;
- Leads in the review of relevant documents and reports;
- Takes a lead role in the preparation of reports for development partners and Government agencies on project and work plan activities;
- Leads research and analysis to prepare background documents, position papers, studies and reports;
• Provides leadership on the execution and delivery of approved projects and programmes
• Plays a lead role in helping to build capacity in key Public Service agencies in project development and analysis;
• Ensures that all stakeholders are always well informed about project and work plan activities and goals;
• Plays a lead role in drafting terms of reference (TOR) for consultants or other entities who will be attached to CREAD;

QUALIFICATIONS:

• A Master’s degree in economics, business administration (MBA), management, development studies, sustainable development or a relevant discipline;
• A minimum of ten years of relevant experience;
• Professional qualification in project management would be an asset;
• Proven experience in project/business development in a Private Sector environment would be an asset
• Demonstrated ability to establish and maintain effective working relationships with a wide range of stakeholders;
• Sound judgment and the ability to work with minimal direction;
• Self-motivated, with the ability to work under pressure;
• Very strong communication skills;
• Fluency in English;
• Creative and pragmatic approach to problem solving;
• Well-organized and strong attention to details.

CREAD VALUES:

Objectivity
Being consistently data-drive in its analysis, and impartial in its recommendations on the path forward for Dominica.

Commitment to Impact
Striving to make a difference in the lives of as many Dominicans as possible, and to leave a lasting legacy after CREAD’s 4-year life

Transparency and Collaboration
Operating with integrity and openness, such that Dominicans have insight into CREAD’s strategy, activities and performance. Working closely with critical segments of Dominican society to ensure that CREAD’s efforts are representative, relevant and impactful.

Leadership
Inspiring Dominicans, as well as people beyond our borders, to set stretch goals, ask hard questions, and take bold decisions that help achieve sustainable development and climate resilience.

Good Citizenship
Encouraging all staff to make a difference outside its business operations, by supporting activities that build stronger communities and protect the environment
LOCATION, START DATE AND DURATION OF ASSIGNMENT

The role will be based in Roseau, Dominica with an expected start date is 1 April 2019. The initial assignment will be for a period of two (2) years, with the possibility of renewal.

EXPRESSION OF INTEREST

Interested applicants should submit a cover letter motivating their application, a CV of no more than 4 pages, the names of two references (who would only be contacted if the application were to progress to final stage), by January 17, 2019 via email only to: hr@creadominica.org