

COMISSÃO DA CEDEAO

COMMISSION DE LA CEDEAO

Agence Régionale pour l'Agriculture et l'Alimentation
ARAA



ECOWAS COMMISSION

Regional Agency for Agriculture and Food
RAAF

Request for Expression of interest

Terms of reference

**Senior Sanitary and Phytosanitary Standards Advisor
to support the implementation of ECOWAP-USAID's 2021-2023
operational plan.**

Reference :	ARAA/USAID/2024/SCI/07
Date of publication	29 mars 2024
Deadline for response	19 avril 2024 à 17h00 GMT

1 Context

The ECOWAP 2021-2023 support program defines the scope and priorities of the ECOWAS Commission for continued USAID institutional and operational support to the Directorate of Agriculture. The Directorate's mandate is to guide policy development and direct regional programming to better enable agricultural development. Operational support is directed primarily toward promoting priority policy measures on intra-regional trade. Institutional support initiatives more generally aim to accelerate the overall implementation of agreed regional and national investment plans for agriculture and food and nutrition security, with increased stakeholder commitment.

The scope and defined priorities of the 2021-2023 ECOWAP support program are consistent with what has been an ongoing and evolving relationship with USAID in West Africa. Efforts to reduce trade barriers and harmonize sanitary and phytosanitary standards remain key initiatives of the program. Building a knowledge management system and conducting effective joint sector reviews for informed national and regional decision-making are priorities for continued institutional support over the next three years. Similarly, the continued

establishment of the ECOWAS Agriculture and Food Development Fund is a priority in terms of broadening the financial base for the implementation of ECOWAP.

The program's stakeholders include the 15 member countries, producer organizations, private for-profit and non-profit entities, civil society interests, and technical and financial partners. The program's beneficiaries are West African agricultural producers and traders, food processors and distributors, and consumers. Hundreds of professional and technical staff from member governments will benefit from the proposed training activities to build organizational capacity and improve public sector service delivery. Dozens of non-government stakeholders will be invited to participate in training and information sharing activities to strengthen member organizations, improve coordination of private sector interests, and increase advocacy capacity for ECOWAP measures.

2 Duties and Responsibilities

OVERVIEW OF THE ROLE

Under the supervision of the Director of Agriculture and Rural Development (DADR) of the ECOWAS Commission, the incumbent will contribute to the capacity building program and ensure that Member States meet international standards. The incumbent will strengthen collaboration between the ECOWAS Commission's Departments of Agriculture and Rural Development and Trade and Industry on issues of cross-border trade facilitation, harmonization of sanitary and phytosanitary

(SPS) standards, and removal of technical barriers to trade (TBT), with USAID and USDA supporting ongoing collaboration.

ARAA/DADR/ECOWAS seeks to strengthen and support the internationalization and harmonization of SPS standards based on International Standards Organizations (ISSBs), access to markets through compliance with SPS standards, strengthening participation in ISSBs ("project"), and has determined that the expertise to provide the service below and has therefore requested the Consultant to provide the service and the Consultant is ready and willing to do so.

KEY RESPONSIBILITIES

- Support the strengthening of monitoring and implementation of key ECOWAS harmonized SPS policies ;
- Coordinate and facilitate regional harmonization meetings in the areas of plant and animal health and life, food safety, trade, and other SPS-related activities ;
- Provide technical support and advice to member states on SPS measures, including trade in animal and plant products, trade compilation and analysis, marketing, and other relevant information to inform the development of evidence-based policies to promote the growth of the animal, plant, and food safety sectors and its contribution to economic growth in the ECOWAS sub-region ;
- Liaise with USAID, USDA and other key regional and international partners on SPS technical assistance in the sub-region, including development of terms of reference, identification of participants and liaise with other ongoing initiatives, project and program development/preparation and implementation, monitoring and evaluation ;
- Provide support in other areas of work and undertake other tasks as needed.

3 Qualifications, skills and experience

- **Education:** A PhD in food safety from a reputable university or an advanced degree in food science/technology, or other relevant discipline.

Technical and Functional Experience: A minimum of 10 years of practical experience in the SPS field, including plant health, animal health, food safety, and the WTO SPS Committee with a regional and international perspective. A work experience in Africa, particularly in West Africa and the Sahel region would be an asset; knowledge of ECOWAS institutions, sectors, programs and policies, particularly in the areas of agriculture and trade; Knowledge of regional institutions and key partners; ability to develop and implement an action plan to achieve specific work objectives; ability to contribute to and/or lead projects in accordance with recognized project management standards and techniques; ability to coordinate the contributions of others in order to set and meet deadlines; ability to organize work, set priorities, and work within deadlines, with attention to detail, stakeholders, indicators, and risks.

- **Communication:** Proven communication and writing skills, both written and oral. Knowledge of the broader international development agenda in SPS and strategic issues such as those related to the African Continental Free Trade Area (AfCFTA) and its Annex VII on SPS, nutrition, climate change, gender and sustainable livelihood.
- Ability to write a concept note/proposal and develop a budget ;
- Ability to lead a team of interns/youth and instill a spirit of teamwork to engage employees and complete a well-defined set of activities ;
- Ability to solve problems that arise with minimal direction and/or recommend and explain solutions or alternatives for approval ;
- Contribute to the maintenance of the organizational unit's goals and performance standards;
- Interpersonal skills and ability to keep stakeholders informed of project progress or setbacks in terms of timeliness, quality and quantity;
- Knowledge of ECOWAS internal operational requirements for programs, projects, services and systems needed to achieve missions and performance objectives;
- Knowledge and ability to apply techniques to generate creative ideas and new approaches to achieve goals.
- Ability to produce quality work in a fast-paced environment with high daily pressure to meet deadlines;
- Ability to work atypical hours as needed or required to meet set deadlines;
- Ability to work indoors in an office environment, whether cubicles, open offices or private offices;
- Familiar with normal office noise levels.

4 General conditions for the mission

- The candidate will be based at the Agriculture and Rural Development Directorate of the ECOWAS Office in Abuja, Nigeria ;
- The candidate will be under the direct supervision of the Director of Agriculture and Rural Development ;
- The term of the contract is twelve (12) months with the possibility of renewal depending on the availability of funds and the performance of the consultant;
- The mission is full-time and de facto excluded from any other engagement incompatible with this condition ;
- The Consultant is called upon to refrain from any situation that could put him or her in conflict of interest in the context of the mission assigned to him/her.

5 Selection procedures

5.1 Eligibility and qualifications

The ECOWAS Commission, through the Regional Agency for Agriculture and Food (RAAF) hereby invites natural persons to express their interest in providing the required services by providing information demonstrating that they possess the required qualifications and relevant experience to carry out the mission. Qualification and experience criteria better described in the terms of reference.

The attention of interested individual consultants is particularly drawn to Article 117 of the revised ECOWAS Public Procurement Code ("Offences by Candidates, Bidders and Winners"), which provides information on corrupt or fraudulent practices in competition or contract performance. In

addition, please refer to the following specific information on conflicts of interest related to this assignment in accordance with Article 118 of the revised ECOWAS Public Procurement Code.

5.2 Application file

The application file consists of:

- A cover letter, including the availability period.
- A recent curriculum vitae detailing professional experience and similar assignments;
- Three professional references (first and last names, current functions, functions at the time of collaboration with the Consultant, email and telephone contacts);
- Copy of the highest degree in communication, sociology or any other relevant related discipline;
- Copy of the certificates of work or service rendered, listed in the curriculum vitae.

5.3 Receipt of applications

- Deadline for receipt of applications: **19 April 2024 at 17:00 GMT.**
- Submission links: Applications will be submitted by download to Dropbox
<https://www.dropbox.com/request/KmUc05EGFjdewxGCKVTf>
- **Application format: The application must be in the form of a single PDF file.**
- RAAF reserves the right not to consider applications that do not meet the above submission requirements.

5.4 Selection method

A consultant will be selected according to the individual consultant selection method described in the ECOWAS "Procurement Regulations". An interview to assess knowledge, skills and abilities may be arranged with the best candidates. Only shortlisted candidates will be contacted. For equal skills, female candidates will be privileged. RAAF reserves the right not to act on this advice.

5.5 Request for additional information

Interested consultants can obtain further information by writing to the following e-mail addresses: procurement@araa.org cc: ctienon@araa.org, mnakorba@araa.org with the subject "**SCI07-USAID- Senior advisor on phytosanitary**".