1. Background

1.1 Introduction
The ongoing inception phase of the SDC funded PRABRIDDHI project in Bangladesh aims to promote a favorable local level business enabling environment through which enhancement of the Local Economic Development can be achieved. Multiple ongoing and past government and NGO supported programs implemented successful value chain programming and market development initiatives. These initiatives have been well supported by the government counterparts both at local level as well as in the central government units. However, there is limited to negligible evidence to establish the fact that there is a relevant framework and processes at district level, helping the local public and private sector to drive their local economic development agenda (if any) in a consolidated manner. This limitation may delay the process of localization of SDG implementation as well as the efforts of decentralization. With the aim of improving this challenge, the proposed programme aims to cover gaps in the Local Economic Development (LED) process by adopting and implementing multiple interventions.

PRABRIDDHI is funded by the Swiss Agency for Development and Cooperation (SDC). It is implemented by Swisscontact under the umbrella of NGO Affairs.

During the pilot phase the project is working with two municipalities: Jashore and Shibganj.

1.2 Approach
The LED programme’s aim is to create a positive impact by creating an environment and adaptive management practice by the Municipalities by understanding and addressing the gap in its function, in generating an energetic and inclusive local economic stimulation by initiating a “territorial change management initiative”. By firming up the capacity of the municipalities, local private sector (associations such as the Chamber of Commerce), civil society and by creating an environment of collaboration, they can jointly agree on a local economic development agenda. The programme will support the municipalities and local businesses to create a common platform and processes for identifying the key blockages for business growth which impacts wealth generation and employment creation. At this moment, multiple projects and investments (financed by GOB as well as Development partners) are focusing on the development of the municipalities and to improve the infrastructure at municipal level. The proposed LED programme will complement these investments by utilizing resources, both physical and administrative, to the planned activities for business growth. LED programme can support municipalities and local
business association to identify key activities for business growth, design sub projects, while synergies can be made with other programs of the government or development partners.

2. The Long-term expert (LTE) position Senior Manager Private Sector Development

The position has been proposed under ‘LTE Sheet’ in the extension budget for the PRABRIDDHI project

2.1. Justification

As the PRABRIDDHI project is coming on stream, interventions need to become more substantive, effectively contributing to the LED objectives. As the project develops more strategic pathways an experienced Manager Private Sector Development needs to be recruited.

2.2. Position summary

Working as part of a core team of thematic managers, the PSD Senior Manager will have responsibility for overseeing effective design and implementation of LED and related PSD portfolio of interventions, ensuring consistently high standards and adherence to the principles of Local Economic and Market Systems development. It is expected that the PSD Manager will take a ‘hands on’ approach to the role, working closely with a team of LED coordinators and Field Facilitators and becoming involved in the intervention design and delivery.

The PM will line manage a team of full-time personnel (the Intervention Team) in addition to short-term technical assistance.

As a member of senior management team, the PSD Senior Manager will respond to the Team Leader and be responsible for quality and timely delivery of projects goals and outputs. He/she will work closely with the Facilitation and Capacity Building Manager, the Monitoring and Results Measurement Coordinator, and Finance Division.

The PSD Senior Manager will be PRABRIDDHI’s lead technical resource on the private sector and market systems development approach within the LED context and will provide mentoring support to colleagues as required.

2.3. Job description

The Senior Manager Private Sector Development will

2.3.1. Analysis, Assessment

In the context of the PRABRIDDHI project in the municipalities selected by the project

1. Help develop the necessary ToR for the Local Economic Potential Study
2. Analyse, assess the local conditions, write private sector position documents
3. Engage with the local critical stakeholders (private sector and local administration) and together with them:
- develop the municipality’s vision
- identify/confirm/validate the most vibrant sectors for the areas
- identify and develop sector strategies,
- define the strategy implementation plans and support in their execution
- develop technical proposals and methodologies for project delivery with budgets, funding

4. Assess and, if the opportunity arises, engage in public – private partnerships
5. Support awareness creation on market systems/value chain development related to LED at the local and the national level in LGD and other departments through designing and delivering training courses and project management tools.
6. Adopt strategies to ensure that the project interventions do not distort the market, rather strengthen the market systems to benefit the marginalized communities.
7. Provide monthly forecasting of budgets based on estimates of planned activities and partnership contracts (and take accountability of first months of invoicing).

2.3.2. Partnership development
- Facilitate partnerships between local, national and global private sector companies and government bodies to address local LED needs and opportunities; identify, negotiate contracts, organize funding of related deals
- Mobilize internal and external support for the execution, putting together consultancy teams, helping with logistics, reviewing reports, and providing feedback.
- Support the development of inclusive approaches including promoting pro-poor and Women's Economic Empowerment (WEE) outcomes;

2.3.3. Capacity building
- In-house capacity building of core and field team
- Support effective capacity development among relevant stakeholders on the PSD approach
- Support the leverage of (local) private sector capabilities at national level

2.3.4. Monitoring and Results Measurement (RM) and Communication
- Support the MRM coordinator to conduct regular monitoring and evaluation of the interventions
- Support project team to develop learning and communication products.

2.3.5. Knowledge management
- Ensure that information and lessons learned are collected from projects and knowledge shared with key stakeholders within and outside the organisation including development and dissemination of tools, analytical work, country case studies and workshops at local, regional and national level

2.3.6. Upscale and expansion
- Assess opportunities for expansion, upscaling and replication
2.4. Requirements

a. Academic Qualifications:
At least a Masters’ Degree or higher education in a relevant discipline e.g. Economics, Development Studies, Business Administration, agricultural studies, finance, social sciences or an equivalent discipline

b. Years of experience:
A minimum of five years of substantive relevant experience in project design, conceptualization, strategy development, planning and implementation as manager/expert/consultant in PSD and/or LED

c. Competencies:
The following core competencies are required

- Solid understanding of PSD / Value chain, and if possible LED, in particular the conceptual framework, tools and methods in Bangladesh
- Demonstrable knowledge and experience in private sector development (and possibly local government) and participatory methodologies
- Extensive experience in PSD training and facilitation
- Demonstrated negotiation skills.
- Ability and experience in business plan development.
- Willingness to learn from mistakes and ability to think ‘out-of-the-box’.
- Good written and oral communication in Bangla and English; attention to detail as well as to the big picture
- Strong interpersonal skills to be able to work with partners and in teams.
- Professional conduct in all operational matters, with an appropriate balance between the needs of staff, stakeholders and clients

2.5. Timing
The long-term assignment is expected start by May 1, 2020 and to be finished by the 31st of July 2020.
If satisfactory the assignment is expected to be reconducted in the new phase under similar conditions for the time of the new project phase i.e. 5 years

2.6. Reporting structure
The PSD Senior Manager will work collaboratively with the other managers and will report to the Team Leader of PRABRIDDI.

2.7. Submission details
Please email your application form along with a cover letter (elaborating your competencies for the position, results achieved in previous roles and your expected salary) having subject heading “Application for the position of Senior Manager Private Sector Development” to bd.prabriddhi@swisscontact.org addressing Head of Business Administration Swisscontact Bangladesh. Applications must be submitted on or before 7th April 2020.

We strongly encourage female professionals to apply.