



Consultancy: Evolving science and program oversight for One CGIAR

(Deadline: Revised 24 January 2022)

Engagement Details

Reports To:	Global Director, Governance & Corporate Affairs (a.i.)	
Grade (if applicable):	System Organization Grade 5 (UN P4 equivalent)	
Full Time Equivalent (FTE):	Up to 90 days (equivalent of a near full-time role for 5.5 months)	
Location:	Flexible – Time zone +/- 3 hours Central European Time	
Duration:	Start Date: 01 February 2022	End Date: 31 July 2022

THIS EXCITING OPPORTUNITY IS OPEN TO BOTH CURRENT CGIAR PERSONNEL AND OTHER QUALIFIED INDIVIDUALS.

Purpose of Engagement

Design, develop, and steward the approval by CGIAR’s Executive Management team, the CGIAR System Board and the System Council pursuant to their respective authorities, a revised modality for the periodic provision of oversight and advice for CGIAR Research in the context of:

- (a) CGIAR moving from a group of research programs and platforms based on a ‘Lead Center’ construct to research being organized and delivered through an integrated operational structure based on 3 action areas, under the leadership of three Global Science Group Directors that work across CGIAR Centers;
- (b) The need for CGIAR to transform research advice, oversight, and assurance from an entity-focused approach to one that is framed by a whole of CGIAR Internal Governance Framework, all the while respecting the obligations of each One CGIAR legal entity under their respective governing instruments, and the responsibilities that each governing body must discharge; and
- (c) CGIAR’s deep appreciation of the need for enhanced collaboration and engagement with the many countries that provide CGIAR with the ability to operate across the globe, including through a proposed Council of Ministers of Agriculture.

Responsibilities

The work will involve:

- (a) a desk review of: the current oversight and advisory body set-up for research and program performance; where CGIAR has moved to in respect of a common Audit, Finance and Risk Committee; and CGIAR's introduction of a stage-gating process for the design of CGIAR research Initiatives; interlinkages between bilateral and pooled funding;
- (b) reviewing inputs from CGIAR's funders during System Council meetings and other adhoc calls regarding mechanisms to engage appropriately with Initiatives and Platforms under the 2030 Research and Innovation Strategy; and
- (c) working closely with internal audit, CGIAR's Advisory Services Shared Secretariat, Board Secretariat, and institutional risk, and research science colleagues, to articulate a fit for purpose model for appropriate oversight and advisory bodies and modalities for research and program performance in the context of a whole of CGIAR Internal Governance Framework; and
- (d) the writing of formal proposals for consideration by, in order of engagement, the CGIAR Executive Management Team, CGIAR System Board (non-executive members) and CGIAR System Council (Funder constituted) and evolving those proposals into formal Terms of Reference and operating guidelines.

Time Frame

The calculated duration is up to 90 full-time-equivalent days, with indicative timeframes and key deliverables as follows:

- (a) Early February 2022 – desk review of current state, and internal stakeholder consultations to help set the direction of travel; and craft a roadmap for validation by the Executive Management Team
- (b) Balance of February 2022 – documenting and road-testing principles for the way forward with key stakeholder groups
- (c) March 2022 – design and obtain approval of key processes to move to the future state model and modalities – including drafting terms of reference for committees, panels, advisory bodies, as relevant; preparing member competency profiles and conflicts of interest management principles, etc
- (d) April 2022 – June 2022 – steward and lead the 'membership' nominations/appointments process; prepare System Board and System Council papers and updates; committee and advisory body secretariat support, including agenda preparation, meeting summary preparation, and follow up
- (e) July 2022 – collating lessons learned, preparing a hand-over approach to an anticipated staff-role

Throughout the engagement, additional elements or altered timings may be incorporated into the scope of work

Person Specifications

Minimum education/ qualifications:	<p>Essential:</p> <ul style="list-style-type: none"> ▪ Masters (or equivalent) qualification in law, management, organizational development, political science, economics, or other related field <p>Desired:</p> <ul style="list-style-type: none"> ▪ Prince 2 project management certification ▪ Chartered Secretaries certificate
Minimum Experience:	<p>Essential:</p> <ul style="list-style-type: none"> ▪ 10 years post qualification experience ▪ Minimum 5 years direct experience working in a multilateral environment, whether with international organizations, multilateral development banks or other ▪ Proven expertise and experience in designing committee or other advisory body structures in a complex multi-stakeholder setting ▪ Proven experience in engaging effectively with senior executives and governance officials <p>Desired:</p> <ul style="list-style-type: none"> ▪ Recent work experience in an organization with a focus on delivery against the Sustainable Development Goals, with a preference on experience in the disciplines of food, land or water systems transformation
Technical Competences:	<ul style="list-style-type: none"> ▪ Excellent analytical skills ▪ Excellent oral and written English skills ▪ Excellent document management skills ▪ Fully conversant with the full range of Microsoft Office products (MS Teams, MS Excel, Sha
Personal Traits:	<ul style="list-style-type: none"> ▪ Professional: Ethical and trustworthy, inclusive of alternate views, treating everyone with respect ▪ Confident: Able to carry oneself in a multitude of settings, speak authoritatively on key topics within your knowledge realm, able to speak truth to power in a respectful way ▪ Self-monitoring: Capable of working independently and without the guidance of direct leadership, and able to set and deliver on key internal priorities linked to important milestones ▪ Intellectually curious: Open to new ways of doing things and bringing a solution-orientated mindset to the work before you ▪ Agreeable: Generous with your time, radiating positivity even in complex settings

Additional Information:

Potential candidates must have familiarized themselves with the [CGIAR System Reference Group recommendations](#), and submit:

- (a) a current resume to demonstrate their qualification; and
- (b) a focused cover letter that directly speaks to the engagement purpose, and why they are the strongest candidate to deliver it;
- (c) the names, telephone number and email of three referees; and
- (d) Confirmation of availability to commence work on 01 February 2022.

Documents should be sent to SMO-procurement@cgiar.org by 23:00 24 January 2022.

Candidates will need to provide their own computer, and a phone that they are able to use to Text and WhatsApp.

All applicants will receive confirmation of receipt of the application. Candidates not proceeding through the shortlisting process will be notified as quickly as possible.

The daily rate for the consultancy will be determined in line with the System Organization's internal rates for comparable consultancies.

The selected consultant will be required to adhere to the System Organization's standard contract terms.

The System Organization is open to considering a multi-person proposal, provided that the proposal has distinct roles for each member of the team, and it is not a duplication of work effort.