



Ministry of Economic Development

## **Terms of Reference for Project Manager (Local)**

### **Maldives: Enhancing Employability and Resilience of Youth Project (MEERY; P163818)**

#### **1. Background**

Several aspects of the Maldives' recent development pattern highlight imbalances between labor demand and supply. Public sector jobs are predominantly in the civil service with the rapid expansion of cadres in the 1990s and 2000s. However, with the increasing standard of living over time, the labor market has become more challenging for Maldivians in general. Increasing educational attainment among the younger generation and expectations have coincided/collided with the rapid growth in low-skill service jobs associated with tourism and construction, leading to a mismatch in skills supply and demand. Despite the high levels of growth and labor market conditions in public investments, tourism, fisheries and non-tradable tourism related activities, important challenges remain for young Maldivians. These relate to:

- (i) the need for greater inclusion and productive employment for youth, especially for those who cannot rely on public sector jobs (because of a sharp reduction of public sector employment) or who are from the most vulnerable segments of the population; and
- (ii) an increasing reliance on foreign labor in important sectors such as tourism and construction services and limited opportunities for women.

The World Bank (WB) is providing technical assistance (TA) and funding to the Government of Maldives (GoM) under the “Maldives: Enhancing Employability and Resilience of Youth” (MEERY) Project, to improve the relevant of technical and vocational skills and foster entrepreneurship to promote youth employment. This will include:

- Component 1: Integrating Skills Development with Labor Demand in the Tourism & Construction, and ICT-related Services Sector.
  - 1.1: Labor-market assessment and analysis for demand driven skills identification
  - 1.2: Revision of Skills Development (TVET and Entrepreneurship) Curriculum
  - 1.3: Face-to-Face Skills Delivery.
  - 1.4: Support for Entrepreneurship Development.
- Component 2: Skills Development and eLearning Strategy.
  - 2.1: Strategy Development, Strengthening and Diversifying Skills Development Programs.
  - 2.2: IT infrastructure for skills development and jobs platform.
  - 2.3: Career hubs for education-industry linkages.

The objective of the Project is to improve the relevance of technical and vocational skills and foster entrepreneurship to promote youth employment in priority sectors. The GoM aims to strengthen the Project implementation, with a new Project Management Unit (PMU) housed within the Ministry of



## Ministry of Economic Development

Economic Development (MED) for effectively implementing existing project activities and the proposed additional activities related to the MED. The MED-PMU will consist of members from the MED and line agencies and operate as a joint coordinated effort. The MED-PMU will consist of teams for procurement, finance, social safeguards, media – led by the Project Director and assisted by the Project Manager.

As part of the new MED-PMU for MEERY, the Ministry of Economic Development wishes to contract a **Project Manager**.

### 2. Objectives

1. The MED wishes to contract a Project Manager who will manage the project team for the overall day to day management and coordination of the Project.
2. Manage MEERY Project as per the objectives defined and agreed between the World Bank and the Government of Maldives, whereby establishing the mechanism to improve efficiency and transparency in the Project implementation; enabling and facilitating institutions to obtain the required information accurately on time and to make selections objectively and verifiably; and make payments efficiently and transparently.

### 3. Scope of Services

The Project Manager is responsible for coordinating the Project activities during the Project cycle from preparation and implementation to completion, reporting and Project closing. The Project Manager will carry out inter alia, several tasks, including but not limited to the following:

1. Lead, coordinate and facilitate the planning, development, and implementation of MEERY Project activities.
2. Prepare Project Implementation Plan including the identification of project activity targets.
3. Undertake and supervise implementation of the MED Project components and activities on a regular basis especially:
  - Monitor the progress of activities undertaken by agencies, employers and training providers during the Project implementation process and assist the efficient implementation of the Project
  - Monitor Project staff regarding the progress of the Project
4. Provide guidance in preparing Annual Work Plan and budgets for the implementation agencies (in particular MED) and finalize the Annual Budget and Work Plan.
5. Coordinate and manage communication activities between various agencies involved in the Project, including training providers and trainees.
6. Oversee and coordinate the work of the Project MED-PMU staff.
7. Implement the Project to achieve the agreed development objective, and in conformity with the grant financing agreement
8. Effectively organize and coordinate and monitor the implementation of Project activities, including impact monitoring and development of appropriate indicators
9. Identify problems as they arise during implementation and take timely remedial action



## Ministry of Economic Development

10. Disseminate Project reports and respond to queries from concerned stakeholders
11. Participate in review/evaluation of Project reports and documents and participate in funding agency review missions and review carried out by implementing agencies
12. Ensure information/reports such as work plan, Project review reports, Project progress reports and other documentation requested by implementing agency or funding agency for review and presentation are provided in a timely manner
13. Ensure that the work is carried out according to the Action Plan
14. Accomplish other tasks related for Project management as per the need of the Project assigned by Project Director.
15. Any other duties assigned by the Project Director.

#### **4. Specialist's Reporting Obligations**

The Project Manager shall carry out the reporting obligations as follows:

- The Project Manager shall report to the Project Director and the Ministry of Economic Development on the status of the assignment on a regular basis.

#### **5. Required Expertise and Qualifications**

The Project Manager should have:

- Master's Degree in Accounting, Finance, Project Management, Economics, Business Management or suitable equivalency from a recognized university with at least three (7) years of relevant experience
- Minimum 3 years' experience in coordinating project activities.
- Experience in Supervision, Monitoring and Evaluation of projects, activities, consultants, non-consulting services, and goods will be an added advantage.
- Must have knowledge and understanding of technical, commercial, and legal aspects on procedures and regulations of the World Bank
- Proficient in using software applications such as MS Project, MS Word, MS Excel, MS PowerPoint.
- Strong leadership, management, and communication skills in presenting, discussing, and resolving difficult issues and can work efficiently and effectively with a multi-disciplinary team.
- Good written and oral Dhivehi and English communication skills.

#### **6. Contract Duration**

This is a 1-year contract. Upon signing of the contract, 3 months shall be counted as the probationary period. The contract shall be renewed based on performance, need, and funding.

This contract is expected to commence in **February 2022**.

#### **7. Remuneration**

The Project Manager will be paid a lump sum of MVR 30,000 per month.