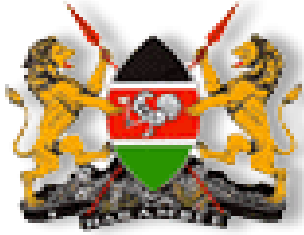


# REPUBLIC OF KENYA



THE NATIONAL TREASURY & PLANNING

## RECRUITMENT OF AN INDIVIDUAL CONSULTANT UNDER THE GOVERNANCE FOR ENABLING SERVICE DELIVERY AND PUBLIC INVESTMENT PROJECT IN KENYA (GESDEK)

Governance for Enabling Service Delivery and Public Investment in Kenya (GESDeK) is a Program-for-Results (PforR) co-financed by World Bank and Agence Française de Développement (AFD). The objective of this programme is to ensure a public financial management system that promotes transparency, accountability, equity, fiscal discipline and efficiency in the management and use of public resources for improved service delivery and economic development. The programme focuses on the following result areas: Prioritized Public Investments; Reliable Funding for Service Delivery and Public Investments; Efficient and Transparent Procurement; Consolidated Staff Data; Timely & Quality Financial Statements and Audits; and Strengthened Fiduciary Assurance and Transparency.

AFD has agreed to financially and technically support the implementation of the Public Financial Management Reform (PFMR) Strategy (2018-2023), through the GESDEK Programme. The technical support intends to facilitate the delivery of services or otherwise assist the beneficiaries to achieve goals that are consistent with the GESDEK Programme objectives; and promote partnerships between Kenyan and French Public Institutions. The beneficiaries of the technical support include; The National Treasury {Public Investment Management (PIM) Unit, Public Procurement Department (PPD), Public Debt Management Office (PDMO), PFMR Secretariat} and Office of the Auditor General (OAG).

**GESDEK COORDINATOR**

**Ref: TNT/PFMRS/001/2019/2020**

**- 1 POST**

### TASK AND RESPONSIBILITIES

The GESDEK Coordinator will be responsible for:

- A. GESDEK Programme coordination; and
- B. Supporting PFM Reform Programme Implementation.

#### **A. Support to GESDEK Programme Implementation in close relation with Expertise France:**

**The GESDEK Coordinator shall be responsible for:**

- Identification of short-term Technical Assistance (TA) needs. Considering the foreseen activities for TA support as provided in the annex, he/she will collaborate with the concerned departments to identify needs for TA.
- Preparation and drafting of the various missions' terms of reference in cooperation with the National Treasury, Office of the Auditor General (OAG) and Expertise France.

- Preparation and implementation of short-term missions, training plans and study visits.
- Facilitating programme activities on a day-to-day basis. He/she shall provide good leadership and coordination for the technical assistance to meet the goals within the contractual time limit, based on the terms of reference, the overall programme budget, and the work schedule approved by all the stakeholders. The Coordinator will ensure the follow-up of the programme by reporting on activities and updating the rolling work program bi-annually.
- Ensuring execution of the GESDEK Programme and follow-up of disbursement linked indicators. To implement the activities, the expert will refer to the “GESDEK project operation manual” (POM) which provides strategies, rules, procedures and guidance for the implementation of the GESDEK.
- Liaising with the GESDEK financiers (AFD and the WB) and other donors.

## **B. Support to PFM Reforms Programme Implementation**

### **The GESDEK Coordinator shall be responsible for:**

- Providing expertise to the PFMR Secretariat on monitoring and evaluation. The Coordinator will complement with short term expertise if needed, in order to support the strengthening of the PFMR evaluation and monitoring systems. The short term expert will propose a set of tools and methods to implement monitoring and evaluation of PFM Reforms. He/she will organize trainings to reinforce the PFMR capacity in terms of public policy evaluation and analysis of PFM performance (including PEFA self-assessment).

## **3. SKILLS AND QUALIFICATIONS**

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### **Qualifications and skills:**

1. Master’s degree in either public administration, finance, project management, economics or any other relevant fields
2. Good experience in public administration and finance
3. Ability to work in a multicultural environment and to understand various administration and public financial models
4. Proficiency in English; ability to communicate in French would be an added advantage
5. Good command of computer applications and information technologies (such as Word, PowerPoint, Excel, Internet browsers) and monitoring and evaluation tools
6. Ability to work as part of a team
7. Capacity to handle sensitive issues with discretion in a multicultural environment

### **General and specific professional experience:**

A minimum of 8 years’ experience related to PFM in the East African region.

1. Experience of at least two years as in coordination or supervision of capacity building programme with public institutions (at the National Government level).
2. Specific knowledge and experience in managing experts and organizing missions as programme coordinator.

## 4. REPORTING

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The GESDEK Coordinator shall report to the Principal Secretary NT, through the Programme Coordinator PFMR Secretariat. He/she shall be responsible for the compilation of progress reports every 6 months and annual reports.

AFD and NT, through the PFMR Secretariat, shall assess the progress and performance of the TA before annual contract renewal.

## 5. TECHNICAL SUPPORT DURATION

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The duration of the technical support will be for an estimated period of 38 months, with the possibility of an extension.

The Coordinator shall be contracted on a one-year renewable contract subject to annual review based on performance.

The GESDEK Coordinator should be appointed in 2019.

## EVALUATION CRITERIA

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The CV's received will be evaluated taking into account the following criteria:

1. Academic and professional qualifications;
2. Professional and work experience;
3. Working knowledge in Public Financial Management;
4. Coordination skills,
5. ICT skills,
6. Interpersonal and,
7. Communication skills.

Complete application documents (curriculum vitae with details of your qualifications, experience, day and evening telephone numbers, email address and names of three referees) with the position reference and name clearly marked on top should be sent or delivered to the address below on or before **Tuesday 3<sup>rd</sup> September 2019**:

**Public Financial Management Reforms Secretariat,  
P.O Box 30007-00100, Nairobi, Kenya  
Bima House, 8<sup>th</sup> Floor, Room 815  
Telephone No: +254 2252299, Ext 33910  
Email: [pfmsecretariat@gmail.com](mailto:pfmsecretariat@gmail.com)  
Attention: Programme Coordinator**

**PROGRAMME COORDINATOR  
FOR: PRINCIPAL SECRETARY/NATIONAL TREASURY**

## ANNEX: Activities for TA Support

Activities related to the results	Means	Assumptions
<b>Component 1 : Strengthen the National Treasury capacity to improve the efficiency and effectiveness of public investment</b>		
A.1.1 - Support to the PIM Unit and on public investment procedures	LTE (PIM expert) + 70 M/D of STE	Willingness of the NT to make the PIM unit operational and efficient
A.1.2 - Set up a training of trainers program on public investment procedures	30 M/D of STE + 2 study visits of 5 days (40 days) + LTE	NT resources are adequate and available
A.1.3 - Study visit on PIM	EF Coordinator + 1 week of visit (5 days)	Availability of the PIM Unit staffs for trainings  New or revised regulatory texts regarding the PIM are adopted and effective
<b>Component 2 : Strengthen the National Treasury capacities on public procurement procedures</b>		
A.2.1 - Strengthen capacities of Public Procurement Department to improve public procurement	40 M/D : 3 weeks of technical mission + 2 trainings on 5 days	Willingness of the NT to reinforce its capacities in terms of public procurement
A.2.2 - Study visit on Public Procurement	EF Coordinator + 1 week of visit (5 days)	Public procurement IS are improved  Availability of the PPD staffs for trainings

<p>A.2.3 - Strengthen the capacity to improve competitive dialogue and shorten the Public-Private Partnership procedures</p>	<p>40 M/D of STE</p>	<p>Willingness of the NT to reinforce its capacities in terms of PPP procedures</p> <p>Availability of the NT staffs for trainings</p> <p>New or revised regulatory texts regarding the PPP procedures are adopted and effective</p>
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**Component 3 : Strengthen the National Treasury capacities for fiscal risk management mechanisms, and debt management**

<p>A.3.1 – Improve the budget regulatory mechanisms</p>	<p>60 M/D of STE</p>	<p>Willingness of the NT to reinforce its capacities in terms of budget regulatory mechanisms</p>
<p>A.3.2 - Strengthen the monitoring of multiyears commitments and its consideration during the budget preparation process</p>	<p>30 M/D of STE</p>	<p>Availability of information on multi-years commitments</p> <p>New or revised regulatory texts are adopted and effective</p>
<p>A.3.3 - Support the definition of a clear policy on borrowing capabilities, liabilities and debt management at national, SAGAs and county levels</p>	<p>30 M/D of STE</p>	<p>Availability of relevant information</p> <p>Involvement of all stakeholders</p>

		New or revised regulatory texts are adopted and effective
A.3.4 - Strengthen capacities to improve SAGAs and State corporations overseeing	30 M/D of STE	Willingness of the NT to reinforce its capacities in terms of monitoring the SAGAs and State corporations  Availability of relevant information  Involvement of all stakeholders  New or revised regulatory texts are adopted and effective
<b>Component 4 : Strengthen the Office of the Auditor General capacity to ensure accountability and oversight of public resources</b>		
A.4.1 - Support to the Human Resources Management	20 M/D : 15 M/D of STE + 1 training of 5 days	Willingness of the OAG to modernize its HR management
A.4.2 - Strengthen capacity on financial audits	30 M/D : 20 M/D of STE + 2 trainings of 5 days	OAG staffs are available for trainings
A.4.3 - Strengthen capacity on performance audit	40 M/D : 30 M/D of STE + 2 trainings of 5 days	
A.4.4 - Study visit on performance audit, including for the counties resources and expenditures	EF Coordinator + 1 week of visit (5 days)	Availability of relevant information

**Component 5 : Strengthen the PFMRS capacity to improve the monitoring and communication on PFM reform**

A.5.1 - Support the implementation of AFD and GESDEK program	LTE (PFMRS expert)	Provision of exhaustive information on the program
A.5.2 - Assisting in managing and roll out of a Monitoring & Evaluation Framework	40 M/D of STE + LTE	Monitoring & Evaluation Framework set up  Availability of relevant information
A.5.3 - Support in communication on PFM reform & AFD project	40 M/D of STE + LTE	Political willingness to report on the PFM Reforms implementation  Involvement of all stakeholders

