



**Kingdom of Lesotho**  
**MINISTRY OF SOCIAL DEVELOPMENT**  
**PATHWAYS TO SUSTAINABLE LIVELIHOODS PROJECT**  
**Terms of Reference**  
**(TORs) for**  
**LIVELIHOOD SPECIALIST**

### **1. Background Information**

The Government of the Kingdom of Lesotho through the Ministry of Social Development (MoSD) has secured credit from the World Bank in the amount equivalent to US\$26.5 million toward implementation of Pathways to Sustainable Livelihoods Project (PSLP) for a five (5) year period up to 2027.

The Ministry intends to use a portion of the proceeds of this credit for an individual consultant to act as a Livelihood Specialist for the Project Facilitation Unit (PFU) in the Ministry of Social Development to implement component 1 which is the main component of the project.

The Pathways to Sustainable Livelihoods Project (PSLP - P177184) is expected to help poor and vulnerable Basotho achieve some level of well-being and graduate out of poverty, as well as improving effectiveness and equity of its social assistance programs. The project is composed of the following components:

- Component 1 will support the introduction of an economic inclusion package designed to strengthen beneficiary livelihoods;
- Component 2 will pre-position contingent finance to enable the timely delivery of shock responsive cash transfers, using those same delivery systems, for more efficient shock responses;

- Component 3 will build on the main achievements of the previous SAP (P151442) by continuing to strengthen core delivery systems in order to improve the efficiency and equity of the selected social assistance programs; and
- Component 4 includes project management and supports components 1-3.

## **2. Background of Assignment**

Component 1 will support the government of Lesotho in implementing customized economic (1a) and social inclusion (1b) activities. While economic and structural transformation is the main driver of productivity growth and poverty reduction in most countries, the unique geographical challenges that Lesotho faces – among others – are preventing this process from occurring at a faster pace, and keeping people trapped in bad jobs mostly in rural areas. This component is designed to strengthen the livelihoods of targeted beneficiaries who can productively engage in - or improve their existing - economic activities, and not be left behind.

Specifically, component 1 seeks to target individuals that have the potential to i) be economically active ii) receive a package of productive services to enable them to engage in economic activities iii) be referred to relevant services and iv) move out of extreme poverty. This project features a strategy grounded in good practice based on the “economic inclusion approach”, - a sequenced, time-bound, and targeted set of interventions designed to support beneficiaries to move sustainably out of poverty and build their resilience. The ultimate objective of the economic inclusion component is to improve the human capital and self-sufficiency of the poor and vulnerable (approximately 10,000 targeted beneficiaries) in select geographical areas, with the resources they need to overcome some of the constraints they face in engaging in economic activities and which have the potential to increase and diversify their income and productivity.

The Economic Inclusion Program (EIP) under component 1a, will be administered by the MoSD (Community Development Department) which will, over the course of the project period, build experience in delivering services to households at “the last mile” and test economic inclusion interventions in Lesotho to establish good practices and a replicable model for potential future scale up. The activities would be implemented in selected rural community councils where the CGP and PA programs are currently being implemented and where poverty levels are high. Targeted beneficiaries are poor and vulnerable individuals in selected councils that are either (i) members of households receiving cash assistance from the CGP and PA who have potential for being economically active or (ii) individual community members not part of these groups but who meet the eligibility criteria (live in poverty and are able to pursue economic activity).

The Project will establish a professional independent team of service provider(s) (the “Consultant” - firm or consortium) to supervise the organization and delivery of the EIP under

the auspices of the MoSD. The Consultant (firm or consortium) will support the Government in the finalization of the design for the intervention, including timeline, sequencing and targeting, group sizes and composition, as well as support to implementation of the component, by (i) recruiting professional trainers composed by international and local experts, with a majority of locally recruited and trained trainers (through a training of trainers approach); (ii) ensuring the delivery of all the training components; (iii) supporting the setup of peer-to-peer and savings groups, the hiring of the mentors and of the trainers to deliver the financial literacy training; (iv) ensuring productive grants are managed, disbursed and monitored appropriately; and (v) building the capacity of government staff to effectively implement and support the economic inclusion with graduation intervention. The Consultant (firm or consortium) will be hired to work in cooperation with the Project facilitation Unit (PFU), the MoSD, and the World Bank. The Consultant will also carry-out (i) communication and outreach activities; (ii) selection of beneficiaries who will receive the package of economic inclusion services, in strict cooperation with the MoSD; (iii) the implementation of the package of services provided to beneficiaries; and (iv) technical assistance to MoSD needed to build capacity to be able to take on most of these activities in the future. All together, these tasks form part of the EIP.

The other sub-component (component 1b) will finance the provision of assistive devices (e.g., wheelchairs, crutches, hearing aids, callipers, braille machines, white canes, orthopaedic boots, spectacles, and artificial limbs) to be provided to eligible individuals, with at least half of them being girls.

### **3. Roles and Responsibilities of the Livelihood Specialist**

The Livelihood Specialist will be responsible for providing technical guidance and support to all aspects of component 1's activities and in particular the livelihood's activities of the Economic Inclusion Program (EIP), under the supervision of the Project Coordinator of PSLP. This primarily entails participation in design and planning phases and supporting implementation of the livelihood's activities from Central to community level, in collaboration with MoSD, the World Bank and the Consultant/s supporting implementation of the EIP, as well as supporting activities related to disability inclusion. The Livelihood Specialist is expected to:

- a) Facilitate identification and design of livelihood interventions, including providing analysis and important take-aways from ongoing research.
- b) Manage, supervise, and monitor all contracts related to component 1a, under the overall supervision of Project coordinator and in strict collaboration with the WB and the MoSD. Responsibilities include;
  - Ensuring the criteria for beneficiary selection of EIP households (within component 1) is finalized and adhered to.

- Supervising production of training manuals and materials as well as ensuring they are suitable for beneficiaries on topics such as livelihood promotion, life skills and financial literacy, as deemed appropriate in the project design.
  - Ensuring that identified trainings and all other support services are delivered as and when required.
  - Ensuring livelihood grants are administered and effectively and efficiently utilised by beneficiaries.
  - Working with the M&E specialist and the Consultant implementing the EIP to design a results framework and monitoring template for tracking performance of livelihood activities, in line with existing Project results framework.
  - Identifying the needs for and facilitating the provision of technical support to Community Development Officers and other district staff.
  - Ensuring that the Consultant hired to support implementation of EIP develop an adequate livelihoods operation manual (OM) to consolidate the detailed project cycle (as developed through the above-outlined tasks) and provide guidance for the roles and responsibilities of all relevant stakeholders engaged in implementing the project. The OM may allow for diversity between the districts if this is deemed appropriate during the design.
- c) Participate in Project technical meetings and contribute to the continuous improvement of the Project implementation.
- d) Represent PFU in technical areas relevant to livelihoods and income generation options.
- e) Support the project coordinator within the PFU to prepare reports and work plans for the project activities for all districts and in general support for the implementation of Component 1.
- f) Work in collaboration with the Project Coordinator in the preparation of annual work plans, the production of reports and other deliverables to MoSD and the World Bank.
- g) Undertaking periodic monitoring/supervision and technical back stopping visits to livelihood intervention communities.
- h) Developing a learning and feedback loop for knowledge management and sharing.
- i) Any other duties as may be assigned.

#### **4. Required Experience and Qualifications:**

- Masters' degree or equivalent in Economics, Rural Development, Agriculture, or related fields.
- Minimum of 5 years' experience with government or donor-funded development projects with work experience on livelihoods, and/or MSME, and/or Micro-credit agency, and/or youth and women development;
- Experience and good knowledge of community level engagement is an advantage
- Knowledge of agriculture and non-agriculture livelihoods activities in Lesotho;
- Computer literate in competencies in following software packages (MS word, Excel, PowerPoint etc).
- Good interpersonal skills and demonstrated ability in managing relationships with local organizations, donor agencies and other stakeholders.
- Displays cultural, gender, religion and age sensitivity.
- Ability to communicate effectively, both orally and in writing in English.
- Ability to interpret factual data and to prepare accurate and complete reports and other documents'
- Experience in training, capacity building will be an advantage.
- Be a citizen of the Kingdom of Lesotho;
- Be a professional of high standing;

#### **5. Reporting**

The Livelihood Coordinator will report to Project Coordinator and provide monthly and quarterly reports as requested.

#### **6. Location and Period of Execution**

The incumbent will be based in Maseru, MoSD offices. Whenever necessary, and as advised by the Project Coordinator, the Livelihood Specialist will travel to the districts and community councils where project activities are being implemented. The assignment shall be for a period of twelve (12) months renewable upon satisfactory performance.

#### **7. Facilities to be Provided by Client**

The Ministry of Social Development will provide office space, computer, furniture, data and all services for communication purpose. Whenever necessary, and as requested by Project Coordinator, the Livelihood Specialist will travel to the districts and community councils where project activities are being implemented.

## 8. Selection Arrangement

Selection of the position holder, Individual Consultant, will be in accordance with the World Bank's Procurement Regulations for ICs. Interested candidates must send a letter of expression of interest and suitability for the position as well as a Curriculum Vitae, certified copies of certificates in English and two reference letters, before 16:30pm on November 21, 2022 to the following addresses:

Ministry of Social Development

P.O. Box A222

MASERU 100

LESOTHO

Tel: (+266 27003549

Email [jahoana006@gmail.com](mailto:jahoana006@gmail.com) with copy to [tlatsask@gmail.com](mailto:tlatsask@gmail.com)

Qualified persons with disabilities and female candidates are strongly encouraged to apply. Applications can be hand delivered or emailed and applications received after the closing date will not be considered.