Vacancy Notice No. 02/2006

Post Title: Enterprise Development Officer (EDO)

Project: Restoration of livelihoods through skills and enterprise development in tsunami-affected areas of South India

Duty Station: Kanyakumari District, Tamil Nadu

Starting Date: As soon as possible

Duration: 12 months

Type of Contract: SSA

Salary: Equivalent to USD 1,200 in INR per month

Closing Date: 10 February 2006

Background:

The tsunami that hit the Andaman and Nicobar Islands and the coastline of mainland India on 26th December 2004 caused devastating damage. According to Government of India (GoI) reports, 10,749 people in India lost their lives, 6,913 were injured, and many went missing. A Joint Assessment Mission (JAM) by the United Nations (UN), the Asian Development Bank (ADB) and the World Bank took place in February 2005 at the request from the GoI, which estimated material damages to be worth an approximate USD 660 million with another USD 410 million loss in the affected coastal districts of Andhra Pradesh, Kerala, Tamil Nadu and the Union Territory of Pondicherry. The JAM also suggested USD 400 million was needed for the short term (within one year) recovery, and approximately USD 813 million for the medium term recovery in the affected sectors.

The ILO, as part of United Nations Country Team (UNCT), responded to the immediate needs of people affected by the massive devastation; initially through cooperation and support to the operation of the UN emergency focused agencies. At

all times, close collaboration with ILO’s tripartite constituents was maintained to ensure that their views and the needs of their members were reflected in the UN tsunami response operations. The ILO, through experience in post crisis operations, has learned the importance of quickly reviving/recovering people’s income sources and assets to prevent dependency and further vulnerability. Victims of crisis, themselves, almost always demand “jobs not charity”, so as to restore normalcy and a measure of security back in their lives. Also important are measures to revive the local economy so that any livelihood measures restored / started happen in a sustainable context.

Under the explicit request from the Government of India (GOI), UN operations related to tsunami recovery are conducted through a joint framework to ensure coherence of approach. In light of this, the UNCT has developed a “Recovery Framework in Support of GOI for a post Tsunami Rehabilitation and Reconstruction Programme” in March 2005. This framework document has been endorsed by the GOI as the guiding strategy for the UN for tsunami response. Livelihoods restoration is a key component of the framework for which ILO has been given the leadership in design and implementation.

The livelihoods component is entitled “Restoration of livelihoods through existing and new jobs: Area based approach”. The strategy has two main flows: the quick impact project approach and the longer-term approach. Several components in the “quick impact” stream have obtained funding and are already in implementation. The dual approach has been designed to enable the ILO to respond to immediate needs identified by constituents through projects that are quick to implement and bring immediate impact - albeit short term- while at the same time to engage in longer term interventions designed to improve people’s economic prospects through skills training in future growth sectors. As such, the latter strategy inevitably requires a longer duration for planning, resource mobilization and implementation.

It is in this context that the ILO is seeking an Enterprise Development Officer (EDO) who will coordinate and support enterprise development activities under the livelihoods component.

Objective

The overall objective of this position within the wider framework of the post Tsunami Livelihoods Reconstruction project is to capacitate on a sustainable basis competent local development agencies with the tools to improve the incomes and working conditions of micro and small entrepreneurs in the designated Tsunami-affected areas through the application of the ILO’s SIYB Programme.

Duties and Responsibilities

Under the overall supervision of the Director of the Subregional Office for South Asia (SRO) and technical guidance from the Specialists in the SRO, in collaboration with the ILO project coordinators engaged in tsunami response, relevant Subregional Office Programme staff and the UN tsunami recovery team, the Enterprise Development Officer will provide technical support to enterprise development activities taking place within the ILO tsunami response in South India, especially in
Kanyakumari district but also in Kollam district of Kerala and Nagapattinam and Cuddalore districts of Tamil Nadu, as required.

The Enterprise Development Officer will be posted to the Tsunami Coordination Centre in Kanyakumari.

The Enterprise Development Officer will work closely with employers’ organizations implementing project activities on behalf of the ILO. Close cooperation with the ILO SIYB programme in Sri Lanka is also foreseen with a view to drawing on relevant Sri Lankan experience and capacity.

Tasks

The Enterprise Development Officer will work in close cooperation with local authorities, Employers’ Organisations, NGOs, and partners from within the UN family involved in tsunami assistance. The incumbent’s tasks will include but not necessarily be limited to:

1) consolidate the work of the ongoing pilot activities in Nagercoil Municipality, in developing a cadre of trainers in the Kanyakumari District Tamil Nadu competent to use the ILO’s Enterprise Development Programme.

2) identify what further inputs (tools, information, awareness, capacity building) are required to meet the project objective over the longer term, including assessing local and regional market access for the existing products and possible alternative products of the targeted micro and small enterprises, promoting local economic development processes, and assessing the appropriateness of cooperative enterprises.

3) extend the SIYB programme and associated economic development tools to further parts of Tsunami-affected areas, including assessing the need and feasibility of translating the SIYB materials into Malayalam and so extending the project into the Tsunami-affected areas of Kerala.

4) develop linkages to agencies offering complementary skills such as microfinance services (MFIs), technical and design skills (training providers) to support new and expanding businesses with BDS.

5) assist in the development of member-driven representative structures (such as small business associations) to give voice to the needs of micro and small entrepreneurs in their dealings with commercial interests and municipal and other government agencies, with particular focus on the needs of youth, women, as well as people affected by social, ability or health-based stigma.

6) ensure that all ILO projects under the livelihood component have sound management and programmatic structures, are accountable and are delivered according to plan;

7) prepare progress reports and other management information and advise on necessary course of action

8) provide timely and appropriate technical, management and programmatic guidance to the projects and the partners involved in implementation.

9) interact with ILO social partners, cooperatives, and ultimate beneficiaries for intensifying implementation and networking set-up.
10) take initiatives to design innovative events that contribute to project objectives, raises visibility of important issues for the project and the decent work agenda.

Qualifications

1) Degree in social sciences, economics or business management or equivalent background supplemented by a good knowledge of labour issues related to the informal economy;

2) Substantial experience in working in the fields of alternative livelihood creation, skills development, market surveys, enterprise development, capacity development, and local economic development

3) Experience in the assessment of training needs of different target groups; development of training strategies/interventions; and planning and conducting training activities within a private sector environment;

4) Ability to understand how to link business development, technical/vocational, and microfinance skills training together in a Local Economic Development context;

5) Experience with the design and commissioning of studies to assess local economic development opportunities, demands and challenges;

6) Experience with working with trade unions and/or employers’ organizations, as well as good knowledge on industrial relations is an advantage.

7) Familiarity with ILO’s SIYB Programme is an advantage;

8) Experience in Project Cycle Management;

9) Experience and ability to supervise and guide support staff;

10) Research and writing skills are essential;

11) Awareness on gender equality, social exclusion, disability and poverty reduction issues;

12) Proficiency in written and spoken English and Tamil is essential. Knowledge of Malayalam will be an advantage.

The ILO is an equal opportunity employer. Applications from women and men are equally valued.

4. INTERVIEW AND WRITTEN EXAMINATION

Only prospective candidates will be interviewed and may also be required to do a written examination.
APPLICATIONS

Applicants should send their curriculum vitae/resume to the address below. Applications must include precise information on education, work experience (name of organization, starting and ending dates, work performed, name of supervisor and contact), and other relevant experience and skills. Applicants are encouraged to give the names of three references. Applications from women are encouraged. **No candidatures will be accepted after the closing date.**

Applications should be sent to the following address mentioning the vacancy announcement reference (Ref: 02/2006) on the envelope:

Director, Subregional Office for South Asia – New Delhi
International Labour Office,
India Habitat Centre
Core 4B, 3rd Floor
Lodi Road
New Delhi - 110003
E-mail: recruitment@ilodel.org.in