



**MONGOLIA: BORDER EFFICIENCY FOR SUSTAINABLE TRADE
PROJECT 55044-002**



VACANCY ANNOUNCEMENT

The Government of Mongolia (GoM) commences the Border Efficiency for Sustainable Trade (BEST) Project with a loan from the Asian Development Bank (ADB). The objective of the Project is to increase Mongolia's trade, promote export diversification as provided in Mongolia's long-term development policy (Vision 2050), enhance resilient and sustainable integration into regional and global value chains – Connecting the Region for Shared and Sustainable Development (CAREC) 2030, and improve operational efficiency, resilience, and safety of the movement of goods and people in Mongolia's cross-border points. The Project Executing Agency (EA) is the National Port Recovery Committee (NPRC) Office and Project Implementing Agencies are the Border Port Administration (BPA) and General Customs Administration (GCA) and as part of the Project the MoF is seeking to recruit **a qualified Social Development and Gender Specialist at the Project Implementation Unit (PIU) who will work on an intermittent basis.**

Objective of the Assignment

Responsibilities

- To ensure the proper planning, preparation, implementation, and monitoring and evaluation of the project activities from a gender perspective and ensure implementation of all activities listed in the project DMF, GAP including SEAH pilot addressed to ADB projects with civil works. In general, the social and gender capacity building activities of the project consist of two sets of the activities that address (i) prevention and mitigation of human trafficking and SEAH, and (ii) support for local small business entrepreneurs and traders as per the activities of the GAP and DMF.
- Prepare a poverty and social analysis for proposed subprojects in accordance with ADB's Handbook on Poverty and Social Analysis;
- Ensure proposed subprojects incorporate social and gender sensitive design, and include social and gender activities in line with the sample subproject GAP and DMF;
- Help the PIU in establishing management and supervision mechanism for implementation, monitoring, and reporting of the social and gender-related issues;
- Coordinate with project consultants (e.g., social, technical, one health, finance specialists) to assess the potential of impacts of the physical and functional expansion of the BCPs;
- Ensure gender mainstreaming in the project activities;
- Review and provide technical guidance to all gender activities under the project, and assure quality control of the project outputs (e.g., consultants' deliverables);
- Prepare a detailed work plan for the implementation of the GAP and social activities identified in the DMF and PAM, and ensure effective and timely implementation, including capacity building activities on identification, mitigation and prevention of human trafficking and SEAH at the BCPs, and capacity building training on basic business development and financial and digital literacy for local communities, particularly local female herders, small business entrepreneurs and women who cross the borders daily for informal trade;
- Capacity building activities on identification, mitigation, and prevention of human trafficking and SEAH at the BCPs:
- Capacity building training on basic business development and financial and digital literacy for local communities, particularly local female herders, small business entrepreneurs, and women who cross the borders daily for informal trade:
- Prepare a report on the impact of capacity building activities that promote expansion of business opportunities and support the livelihood of the beneficiary women;
- Provide support for the project review missions of ADB including progress updates on the social activities and the GAP implementation;



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- Supporting pilot of SEAH in civil works guidelines and will implement SEAH actions during construction in close coordination with the executing and implementing agencies, PIU, and other consultants including construction supervision consultant;
- Lead the preparation of midterm and project completion report sections related to progress in the implementation of GAP, achievement toward targets, overall achievement and impact of activities, including identification and write up of case studies.

Qualifications:

- Bachelor's degree, preferably master's in gender or development studies, human rights, social work or a relevant discipline;
- Minimum of 7 years' demonstrated experience in the area of gender mainstreaming in development projects;
- Minimum of 2 years' experience in project management; sound knowledge on gender mainstreaming in development;
- Experience working for projects financed by ADB and other multilateral donors; and
- Strong oral and written Mongolian and English proficiency.
- Practical ability to utilize critical project management concepts (e.g., EVM, project planning, risk analysis, configuration management.)
- Computer literate and experienced in Microsoft Office applications.

The Social Development and Gender Specialist will be selected pursuant to the applicable GoM and ADB rules, regulations, and procedures.

If you possess the above qualifications, please submit a **cover letter** indicating reasons for considering yourself suitable for the position, detailed **CV** highlighting experience and skills, copy of diplomas or certificates and two reference letters from last two employers no later than **October 14, 2024. Only shortlisted candidates will be contacted.** Applications and supporting documents under the name of the Social Development and Gender Specialist will be submitted to ADB Consultant Management System (CMS) https://selfservice.adb.org/OA_HTML/adb/adbpos/jsp/ADBCMSHomepage.jsp. Incomplete applications will not be considered. If you need any further details, please feel free to contact us.

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