TERMS OF REFERENCE (ToR)

Position: Financial Policy Expert ("Consultant")
Period of Performance: March – 31st Dec (2019) hereunder referred to as “Period of Performance”.

Terms of Reference:
The Consultant will undertake work in Amman, Jordan for Rasheed for Integrity and Transparency (Transparency International – Jordan).

The Consultant’s main point of contact will be the Project Coordinator of the Sharaka Project ("Project"). The Consultant shall assume the following specific responsibilities for the length of the Period of Performance.

Introduction:
Rasheed for Integrity and Transparency (TI – JO) commenced work in Amman at the beginning of April 2014. It is the Jordanian chapter of Transparency International. Rasheed aims to reinforce the involvement of Jordanian citizens in anti-corruption activities, enhance accountability practices in the public sector, private sector, and non-government sector, enhance the efficiency and independence of control agencies specialized in the area of anti-corruption, and strengthen the integrity of the legislative and judicial authorities.

Background:
Rasheed (TI – JO) is launching a project aiming to involve civil society organizations in the process of planning and setting Jordanian financial policy, providing thorough knowledge of the Jordanian general budget law, and enhancing the principles of transparency and accountability systems in the management of public funds in Jordan.

Therefore, Rasheed (TI – JO) seeks to work with a team of civil society organizations from different specializations, equip them with the knowledge and tools in order to be able to read, understand, and audit the Jordanian General Budget, as well as General Budget Law, in order to provide recommendations related to general budget allocations and budget transparency in different sectors, as well as the general financial policy.

Duties:
The Consultant is expected to carry out the following duties:

- Create a methodology to reach the above stated goals.
- Conduct interviews and meetings with relevant governmental entities.
- Create and collect feedback through surveys, interviews, etc. with civil society representatives.
- Conduct desk research on relevant topics.
- Lead meetings with civil society organizations.
- Attend complementary trainings hosted by Rasheed and related to the Project.
- Present Position Paper content and findings to civil society organizations and government representatives during discussion/hearing sessions.
Deliverables:
The consultant is expected to provide a work plan with a timeline, in consultation and agreement with the hiring unit prior to signing the contract.

The Consultant will complete and submit the following deliverables, invoice, and timesheet prior to payment.
- Position Paper discussion session.

Desired Qualifications
The Consultant will meet the following qualification standards for the position:

- PhD/Masters degree in a relevant field, with extensive experience in financial analysis and economic analysis.
- Strong knowledge of Jordanian laws and regulations, especially financial laws.
- Strong knowledge of national economic and social issues.
- Distinguished ability to read and audit the Jordanian General Budget.
- Strong knowledge of Jordanian financial policy and national budget preparation and approval processes and procedures.
- Experience hosting workshops and trainings.
- Strong communication, writing, and analytical skills.
- Ability to lead diverse teams and facilitate meetings.
- Knowledge in the field of transparency and anti-corruption.
- Years of Experience: Minimum 10 years of experience.
- Language Skills: Fluent in Arabic and English.

Interested candidates please send your CV and references to info@rasheedti.org. Cover Letters are highly encouraged.

Rasheed For Integrity and Transparency provides equal opportunity as well as fair and equitable treatment in employment to all people without regard to race, color, religion, sex, origin, age, disability, political affiliation, marital status.