

**MINISTRY OF INTERIOR AND LOCAL GOVERNMENT
PUNTLAND STATE OF SOMALIA**

I. General Information

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| Title of Position: | Administration and Finance Consultant |
| Type of Contract: | Consultant |
| Duration of the assignment: | 9 months |
| Duty station: | Garowe, Puntland |
| Supervisor: | Director General/Director of Planning |

II. Objectives of the assignment

The UN JPLG for Somalia is a 5 year joint programme of UNCDF, ILO, UNDP, UN-HABITAT and UNICEF. The partners in the Joint Programme are the Transitional Federal Government, the Government of State of Puntland, the Government of Somaliland, Regional Councils, District Councils, Legislatures, Municipal Associations, International and Local NGOs/CSOs, and the private sector. The Programme is aligned to the programming frameworks of the Somalia Reconstruction and Development Programme (RDP). The outcome of the RDP is to achieve decentralized service delivery in all of South-Central Somalia, Puntland and Somaliland. The outcome of the UNTP is that local governance contributes to peace and equitable priority service delivery in selected locations. It is envisaged to achieve as wide coverage in Somalia as resources and conditions allow with a comprehensive approach to assist local governments to be credible, professional service providers, increasing public investment in basic services, and strengthening civic awareness and participation in local decision-making and development. The strategy pursued will comprise:

- (i) policy and legal frameworks for decentralization, local government, service provision and land management,
- (ii) institutionalizing local government systems, vertical and horizontal inter-government linkages and civic education initiatives,
- (iii) investment in public services and goods through testing a Local Development Fund model, direct service provision and promotion of public-private partnerships, and
- (iv) Processes and systems for housing, land and property disputes and resolution.

Throughout the Programme, strong emphasis will be placed on gender and women in local government, human rights and local governance, and good governance principles of transparency, accountability and participation. Under the direct supervision of the Director of Planning of the Ministry, the Local Revenue Mobilization Expert will provide relevant technical and logistical support to the Ministry of Interior to accomplish the following tasks:

- Take on responsibility for LDF administration including reviewing work plans and accountabilities, progress reports, value for money audits etc, and ensure district receive payment in time.
- Support fiscal decentralization reforms and local revenue mobilization initiatives and facilitate central government transfer/allocations to the local governments.
- Coordinate the provision of hands-on support to LDF districts, monitoring and supporting the district councils, support districts to meet minimum conditions/performance measurement and monitor physical implementation of projects.

III. Functions / Summary of Key Assignments

- a. Assist the development processes of Mid-term Financial reporting requirements across all the line agencies of MOI under the guidance of the director general and director of planning.
- b. Support target districts to implement their own Financial reporting requirements in areas of Budget execution and also annual Revenue Improvement Plans (RIP) that will include identification of sources, sensitization, setting of collection targets and establishing collection tools and measures to improve revenue mobilization at the local level.
- c. Help support replication of required financial support in districts in order to implement the comprehensive strategy for financial reporting at district level.
- d. Facilitate Preparation and enactment of amendments and changes in the applicable legislative and regulatory frameworks on local finance management and planning.
- e. Provide technical hands-on support in financial documents at the local level and promote better service delivery and local development through a more effective and efficient financial standard needed.
- f. Provide technical assistance to ensure preparation of financial reports for MOILG focusing on achievement of results and disbursements against the work plans and budgets, and within the context of the existing LOA between MOI and UNCDF.
- g. Support and Facilitate timely LDF payments and central government transfer to local governments and provide backstopping support to LDF districts to generate abreast financial records and requisitions at the absence of Local government expert.
- h. Document LDF payments documents and puts them in file after certification from the local government development fund expert.
- i. Supervision, monitoring and evaluation activities, documenting experiences, lessons learned and emerging good practices.
- j. Other relevant duties as directed by supervisor.

IV. Deliverables:

1. Quarterly financial reporting of a standards that is approved by MOILG and by UNCDF
2. Regular follow up of all functions that help enable districts implement their RMAPs
3. Regular follow up of all tasks as required in the TOR above

JPLG Consultant are strongly encouraged to apply.

VII. Application submission

Please send your curriculum vitae marked **MOI Consultant(1 position) by 08/03/ 2017 to: 21/03/2017, to MOI , or send to the E-mail: Juba.wag@gmail.com, or Mol.Puntland@yahoo.com ,**

Applicants are required to submit their achievement oriented RESUME, with appropriate documentation, and the application.

MOI will only be able to respond to those applications in which there is further interest.