

Enabling Income Generation for the Poor (EnInGeP)

Financed by Austrian Development Agency

Implemented by CARE International in the Balkans and ECIKS

Annex 1: Terms of References: Intervention Manager

1. Project Background

The private sector in Kosovo suffers from inability to create new jobs, lack of access to finance and BDS, low FDI inflows and gender norms which can prevent women and girls from reaching their full potential. Given the unequal distribution of economic opportunities, through facilitation and upscaling of market support functions, the project “Enabling Income Generation for the Poor” will address critical market constraints, igniting growth, narrowing disparities, and increasing the economic assets of the most vulnerable. This project distills lessons from ACCESS¹, to achieve an overall objective: contribute to a sustainable, resilient, and inclusive private sector development enabling inclusive job creation and income generation for the poor and vulnerable.

The interventions proposed will achieve the following outcomes:

- Development and modernization of the support system for MSME and future entrepreneurs in a gender-sensitive and socially inclusive manner by cooperating with and incentivizing relevant stakeholders (public, private and civil society) facilitated.
- Access to finance for innovative and entrepreneurial ideas in a gender-sensitive and socially inclusive manner (focus on inclusion and economic empowerment of vulnerable women and men) improved.
- Access to acceleration and digitalization services with a special focus on MSME led by vulnerable women and men facilitated.

The expected outputs are:

- Support service of KIESA for market development improved.
- Consultancy services of BCC standardized and regulated.
- Women’s participation in the ICT sector increased through supporting Digi Women Cluster.
- Kosovo’s Fund for Innovation and Technological Development (KFITD) established.
- MSMEs enabled to digitalize through targeted and upscaled Business Digitalization Services.
- Financial literacy of vulnerable population improved through the “Biznesi Im” Platform.
- MSMEs enabled to access digital services through the “Biznesi Im” Platform.
- Business Digitalization Services improved through certification of consultants from marginalized populations.

The target groups of the proposed project are vulnerable young and marginalized women and men interested in entrepreneurial activities. The main beneficiaries consist of MIET, KIESA, BCC, DECK and vulnerable MSMEs. By introducing systemic change through the application of IMSD, we aim

¹ „Market Access and Business Digitalization Services for Kosovo Companies – ACCESS“ is a private sector development project, predecessor to EnInGeP, funded by ADA, co-funded by GoK, and implemented by ECIKS (2019-2022).

at creating/maintaining 300 jobs, and generating benefits that would accrue to more than 10,000 enterprises.

About ECIKS

ECIKS is a cutting-edge consultancy firm with exceptional local and international expertise in helping private and public organisations unlock their potentials to achieve objectives and increase performance. ECIKS delivers value to institutions and firms in Vienna, Berlin, Zurich, Bern, Tirana, Prishtina for over 20 years through an agile and dedicated team of professionals specializing in management consulting, business strategy, digitalization, foreign direct investment, private sector development, investment promotion, research and analysis, and human resources.

ABOUT CARE International

CARE's work in the Balkans started in 1993, when it provided humanitarian support to people affected by war. In the late 90-ties, CARE shifted its focus in the region from humanitarian post-war assistance and rehabilitation to socio-economic development, engaging in interventions directed at conflict prevention and peace-building, sustainable livelihoods, gender equality and the prevention of gender-based violence. CARE International in the Balkans places the quality of its program at the centre of its mission and has developed a regional strategy that encompasses two main program directions: Gender Equality and Social and Economic Inclusion.

2. Purpose of Assignment

The main purpose of this role is to help attain project objectives by guiding the implementation of **Activity 3** (contributing to outcome 1) - Increasing the participation of women in ICT through supporting Digi Women Cluster in Kosovo and **Activity 8** (contributing to outcome 3) - Facilitating quality improvement of Business Digitalization Services through certification of consultants coming from marginalized populations.

3. Main Activities and Deliverables

Main Activities

- Oversee and guide the implementation of **Activity 3** - Women's participation in the ICT sector increased through supporting Digi Women Cluster, and **Activity 8** - Business Digitalization Services improved through certification of consultants from marginalized populations.
- Understand project and stakeholder requirements and provide support in managing them accordingly to ensure the successful implementation of the project.
- Assist in developing and maintaining good working relationships with stakeholders and funders to achieve mutual goals.
- Liaison and coordinate activities with **STIKK** and **BCC** for successful implementation of Project activities.
- Coordinate activities with international/local stakeholders foreseen to be engaged within **Activity 3 and 8**.
- Contribute to monitoring and evaluation activities related to Intervention 3 and 8.
- Prepare and submit reports to donors in a timely manner.

- Provide periodic reports on project progress or key issues and findings.

Main Deliverables:

- Reports to donor, including progress reports, quarterly reports, and any other required reports.
- MRM reports that analyze project outcomes, impact, and performance indicators.

4. Timetable

The assignment is scheduled to commence in November 2024 and will continue through April 2025, with the potential for a three-month extension.

5. Qualification requirements

- Master's Degree in Economics/Management or other Business-related fields
- 3 years of working experience in similar projects with private sector background.
- 2 years of experience in working with international institutions, or related projects in the consulting industry.
- Knowledge of Inclusive Market System Development Approach.
- Proficient in all programs necessary to perform the everyday duties of this position. Proficiency in MS Office Products is required.
- Excellent knowledge of Albanian and English language is required.

6. Management

The employee will perform her/his duties under the supervision of the Project Team Leader.

8. Working days allocated to the specific assignment

Expected engagement for this assignment is part time, primarily remote, with occasional in-office meetings as needed for clarification and collaboration

9. Commencement of Services

The date for commencement of services is: October/November 2024

10. Application Process

The candidates are expected to submit their CV electronically through email office@eciks.com, no later than 19 September 2024 at 16:00 hour.