

TERMS OF REFERENCE
(Leather Value Chain and Tannery Expert)

I. Background

The COMESA - Leather and Leather Products Institute is an autonomous Inter-Governmental Institute with a Board of Directors appointed by the COMESA Council of Ministers to manage, administer and determine the policy of the Institute in accordance with the provision of its Charter.

The Institute's Vision and Mission are:

"To be Africa's premier leather sector centre of excellence in the global arena." And

"To facilitate Member States and connect partners, enterprises and institutions for value addition and competitiveness in the leather sector through Sharing of Knowledge, Adaptation and Adoption of innovations at various value chain levels", respectively.

II. Position: Leather Value Chain and Tannery Expert

III. Job Summary

The responsibility of the Leather Value Chain and Tannery Expert is to enable LLPI to provide up-to-date information and organize events through the established networking service for the region's leather sector regulatory organizations, business community and other stakeholders.

IV. Specific Functions and Responsibilities

- Assess the resources, skills and capacities of SMEs related to procurement of inputs and production of leather products;
- Understand the capacity of SMEs and their associations to access services, credit, information and resources.
- Suggest improvements in the value chain system for ensure direct linkages of the SMEs with the major markets and increased incomes from their produces
- Provide substantive contribution to the organization of regional workshops on tannery sector
- Provide technical and administrative support for the management of tanneries,
- Evaluation of the existing Regional Leather Value Chain (livestock, abattoirs, hides/skins collection and trading, leather processing and leather products manufacturing, \ marketing etc...) system and assess the information gap in terms of addressing the stakeholders' needs;
- Maintain up-to-date company database along the value chains of the leather sector in the COMESA Region with a view to publishing a directory for such

companies, and updating the database on the regional Leather Trade Information Network (LTIN):.

- Liaise with national level leather sector associations or other relevant stakeholders to compile, organize and disseminate trade information to the leather sector business community and regulatory bodies in COMESA Region;
- Organize and analyze data and disseminate information through website and other media, maintain up-to-date information on the COMESA LTIN Platform by effectively updating the web contents for the Web Platform.
- Prepare a detailed inventory of the leather value chain statistics (trade, production, supply, consumption, number of relevant companies, other facilities, etc) of the COMESA member countries;
- Undertake assessment to determine the information needs of the COMESA/LLPI, COMESA and their respective member countries through their Country Units or Focal Points;
- Ensure that relevant information along the leather sector value chain is maintained and made available, through the website and other means, to the public and private business community;
- Prepare and distribute a leather sector newsletter to keep stakeholders informed of important events and trends;
- Develop training materials for trade information service and networking courses appropriate for leather sector information experts in the COMESA region;
- Organize and conduct training(s) for leather sector information support providers in the COMESA region;
- In collaboration with the IS Expert, maintain up-to-date information for COMESA/LLPI's corporate website.
- Participate in national and regional level information events and workshops and mobilize leather sector associations from each member State;
- Perform such other duties as the need arises and/or as directed.
- When things are not in accordance with plan, take corrective preventive action in accordance with preventive corrective actions procedure
- Keep records of information system in accordance with record control procedure and work with documents in accordance with document control procedure..

V. Profile of the Leather Value Chain and Tannery Expert

Professional Experiences

A strong technical qualification with at least 10 years of relevant work experience in rural tanning set-up, leather processing, green processing of leather and leather products and appropriate raw hides and skins sourcing and preservation exposure with demonstrable Project Development and Management experiences related to the leather sector

Qualifications

The candidate should possess a minimum of Advanced University Degree MSc/MA in livestock or any Projects, Economics or Management related areas.

Technical Skills

- Strong technical and appropriate qualification that includes International cooperation with relevant exposure to regional and International Organizations that focus on leather value chain
- Previous work or assignment at relevant national Institution dealing with leather or regional or international organization is desirable
- Wide understanding of the Leather Industry and development needs of the region;
- A working knowledge of modern effluent treatment plant is of advantage;
- Demonstrated integrity and judgement in all professional issues;
- Good interpersonal communication skill and ability to effectively liaison stakeholders;
- Proficiency in computer skills;

VI. Duration and Location

The Leather Value Chain and Tannery Expert will be a one year contract. He/she will be based at LLPI headquarters in Addis Ababa, Ethiopia

VII. Eligibility for Application

Only Nationals of LLPI member States: Burundi, Eritrea, Ethiopia, Kenya, Malawi, Rwanda, Sudan, Uganda, Zambia and Zimbabwe are eligible to apply

VIII. Final Application Closing Date: 15 January, 2017 at 5:00PM

IX. Language Proficiency

Fluency in verbal and written English language is required; knowledge of Arabic and/or French) will be an added advantage

X. Application Submission Instruction

The application must be submitted by email to:

Prof. Mekonnen Hailemariam
Training, Extension and Consultancy Expert
E.mail: mekonnen57@gmail.com; mekonnenh@comesa-llpi.int;
executive.director@comesa-llpi.int

