

# Saint Vincent and the Grenadines

## Unleashing the Blue Economy of the Caribbean (UBEC)

CREDIT no. 7089-VC

### Project Manager

#### SVGUBEC-C-IC-1

Saint Vincent and the Grenadines has received financing from the World Bank toward the cost of the **SVG Unleashing the Blue Economy of the Caribbean (UBEC)**, and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include leading the Project Implementation Unit (PIU) and to lead, supervise, coordinate, and ensure the carrying out all UBEC national-level activities. The Project Manager will operate at Ministry Head of Division level, participating in Heads of Division meetings, and liaising closely with other Heads of Division on a daily basis.

This position will work in close collaboration with Ministry staff, and under the general control and direction of the Permanent Secretary of the Ministry of Tourism, Civil Aviation, Sustainable Development and Culture and the World Bank.

This is a fulltime consultancy with an overall duration will be for five (5) fiscal years. The initial contract duration would be two (2) years, then renewable based on performance.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: <https://www.gov.vc/index.php/request-for-expressions-of-interest> or can be obtained at the address given below.

The **Economic Planning Division, within the Ministry of Finance, Economic Planning and Information Technology**, now invites eligible Individual Consultants (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- **Qualifications**

A Master’s Degree in Project Management, Economics, Business Administration, Engineering, Natural Resource Management or other related disciplines with at least five (5) years of relevant professional experience in managing projects of similar scope in the Caribbean.

OR

A Bachelor’s Degree in Project Management, Economics, Business Administration, Engineering Natural Resource Management or other related disciplines combined

with at least 10 years of relevant professional experience in managing projects of similar scope in the Caribbean.

Training and/or certification in Project Management will be an asset

▪ **Experience and skills**

- Experience managing projects and project staff and resources, and in roles with similar responsibilities;
- Experience managing project budgets, with financial systems, and with financial reporting;
- Experience preparing project documentation, including policies and procedures;
- Experience delegating responsibility to respective staff members based on discipline;
- Experience with project reporting, including: presenting project progress in visual formats, and writing/ preparing clear and concise project reports;
- Experience in interpreting relevant legislation, policies, procedures, and processes of government;
- Experience using Microsoft Projects or other project management software to present project information such as cost, schedule, budgets as well as to monitor outputs against established benchmarks.
- Experience managing donor-funded projects, especially involving international development banks and institutions is strongly preferred.
- Experience with blue economy projects and programs is strongly preferred.
- Excellent communication skills in English (speaking, reading, and writing),
- Able to communicate in a clear and structured manner to a broad range of audiences;
- Strong ethics, high level personal organizational skills, and ability to manage own workload;

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” July 2016 [*revised November 2017, August 2018 and November 2020*] (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the **Individual Consultant Selection** method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours **0900 to 1300 hours**.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by **September 30, 2022**:

Dr. Resa Noel-McBarnett  
Permanent Secretary  
Ministry of Tourism, Civil Aviation, Sustainable Development and Culture  
2<sup>nd</sup> Floor, NIS Building  
Kingstown  
Saint Vincent and the Grenadines  
By email to: [mintourismsvg@gmail.com](mailto:mintourismsvg@gmail.com)

**AND**

Recardo Frederick  
Director of Economic Planning  
1<sup>st</sup> Floor Administrative Centre  
Bay Street, Kingstown  
Saint Vincent and the Grenadines

E-mail: [edfpmcu@svgcpd.com](mailto:edfpmcu@svgcpd.com), [cenplan@svgcpd.com](mailto:cenplan@svgcpd.com), [scstewart@svgcpd.com](mailto:scstewart@svgcpd.com),  
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