

## TERMS OF REFERENCE

**Post: Senior/Principal PFM Specialist**

**Programme: Building Public Finance Capabilities**

**Location: Centurion, South Africa**

**Contract duration: 3 years (renewable)**

### BACKGROUND

The Collaborative Africa Budget Reform Initiative (CABRI) is an intergovernmental organisation that provides a platform for peer learning and exchange for African ministries of finance, budget and planning. Since its inception, CABRI has investigated what works, what doesn't and under which circumstances from the perspective of the practitioner. CABRI understands that context matters, and it acts as a catalyst for change within countries. Through its work, CABRI continues to strive to achieve its vision that: *Across Africa, public financial resources are managed with integrity, transparency and accountability for efficient and effective service delivery, sustainable economic growth and development.*

CABRI would like to recruit a Senior or Principal PFM specialist to lead CABRI's work in one or more results areas, in particular on public debt, fiscal policy, and the intersection between public finance and sector policies, such as health. The role will include shaping and developing CABRI's position on these policy areas, framing a research and policy agenda for the Secretariat, as well as support member countries in their capability building and peer exchange efforts. The Senior or Principal PFM Specialist will report to the Head of the technical team at CABRI.

### RESPONSIBILITIES

#### ***Strategic support***

- Support the formulation and implementation of CABRI's strategic plan.
- Lead on the design and execution parts of CABRI's annual workplan, which includes in-country work, research, case studies, media production, workshops, capability building and other peer learning activities.
- Conduct outreach and network-building as well as engagement with external partners.
- Build and manage relationships with international organisations and actors working on public finance management issues.

#### ***Programme implementation: support to country reforms, research and communication***

- Provide policy advice and support various country teams, of senior budget officials, to address locally identified and complex PFM problems.
- Conduct and/or coordinate data analysis and policy-orientated research.

- Contribute to and/or write reports, blog pieces and other knowledge products to disseminate CABRI's work and communicate its activities and results.
- Contribute to discussions at seminars and conferences linked to the programme activities.

### ***Work stream Management***

- Lead on the management of projects and the administration of programmes including management of learning platforms, budgeting, fundraising and reporting activities.
- Develop concepts and terms of reference for specific components of the workplan, managing multiple consultants or researchers.
- Coordinate service providers, and manage the preparation, processing, and administration of consultancy and technical services contracts/agreements.
- Liaise with and support CABRI partners to provide support in the design and implementation of PFM reforms around the issues of institutions and capabilities.
- Coordinate and provide support to other CABRI programmes as needed.

### **REQUIREMENTS**

- A graduate degree in economics, public administration or related area.
- Relevant professional experience of at least 6 (Senior) or 10 (Principal) years.
- Experience working within or with central government ministries in developing economies, especially in public financial management is a strong asset.
- Fluency in English is essential, French or Portuguese highly desired.
- Experience in conducting research and an interest in public sector institutions, public financial management and Africa.
- Excellent analytical, writing, facilitation and oral communication skills.
- Strong project management skills, with the ability to lead and handle multiple time-sensitive projects, tasks of various sizes, from small to complex.
- Exceptional interpersonal skills and the ability to develop strong working relationships at all levels of management, both inside and outside CABRI.
- Willingness to travel extensively, mostly in Africa.

### **DURATION**

3 Years.

Please submit your resume and cover letter in English to Philipp Krause ([philipp.krause@cabri-sbo.org](mailto:philipp.krause@cabri-sbo.org)) and [hr@cabri-sbo.org](mailto:hr@cabri-sbo.org).

**Applications for the position close on 5 April 2021.** Should you not hear from us within four weeks of the closing date, please consider your application unsuccessful.