



**Caribbean Development Bank (CDB)**  
**Haiti Country Office (HCO)**  
**Education and Training Specialist**  
**November 2024**

## **REQUEST FOR EXPRESSIONS OF INTEREST (REOI)**

### **Background**

The Republic of Haiti joined the Caribbean Development Bank (CDB) in 2007. Ever since, CDB Management recognized that for a better understanding of the circumstances/development challenges in Haiti, to better adapt aid to the local situation and to more successfully administer the programme of activities there, it would require the Bank to eventually establish a permanent in-country presence.

The CDB Haiti Country Office (HCO), the first Office outside Barbados, was established in 2018 to deepen CDB's efforts to contribute meaningfully to the transformation and sustainability of the Haitian economy and to assist Haiti's further integration into CARICOM. The Office coordinates the Bank's aid and builds strategic partnerships within the country. HCO's mandate includes a) monitoring and facilitating the implementation of interventions; b) strengthening partnerships; c) developing closer relationships and facilitating information sharing with the Government of Haiti (GOH), development partners and other stakeholders; d) improving communication with, and responsiveness to, various stakeholders; and e) participating in working and discussion groups in the relevant national priority sectors.

The progress and scaling-up of the operational programme for Haiti continue to be a key focus of CDB who has committed to further supporting Haiti, considering the country's fragility, special development needs, and its strategic importance for the Bank. The establishment of HCO has provided valuable in-country support by establishing relationships and becoming familiar with the Haitian context, challenges and opportunities. The Office has enabled the Bank to forge closer contacts with key local stakeholders (national authorities, NGOs, civil society and the private sector), and participate more effectively in policy formulation and donor coordination.

Currently, CDB-HCO has a small staff complement of three (3) professionals: (i) the Country Representative, (ii) an Operations Officer and (iii) an Administrative Assistant. HCO intends progressively, for improved operations, to augment its human resources, and seeks to recruit a Local Specialist in Education & Training.

## Job objectives

Under the guidance and general supervision of CDB Social Sector Division (SSD), and the direct authority of the CDB Haiti Country Resident representative, the Education and Training Specialist supports the development and preparation of the Education and Training programme and is responsible for managing, implementing, monitoring, evaluating and reporting the progress of education and training projects within the Haiti portfolio. The Specialist provides technical guidance and management support throughout the programming processes to facilitate the administration and achievement of results on education and training projects, to improve learning outcomes and equitable and inclusive education and training, especially for children and women who are marginalized, disadvantaged, and excluded in society.

The Specialist contributes to the achievement of results according to plans, allocation, results based-management approaches, as well as CDB's Strategic Plans, standards of performance, and framework.

Key functions/responsibilities are in the following areas:

- Support to programme development and planning
- Programme management, monitoring, and delivery of results
- Technical and operational support to programme implementation
- Networking and partnership building
- Innovation, knowledge management and capacity building

The CDB-HCO now invites interested eligible Consultants to submit Expressions of Interest to fill the position of Education and Training Specialist.

## Eligibility, qualifications and submission

Consultants shall be eligible to participate if the persons are citizens or *bona fide* residents of Haiti.

In the assessment of the submissions, the technical competence, qualifications, general experience, and specific experience of the Consultants will be considered:

- An advanced university degree in one of the following fields is required: education, economics, psychology, sociology, or another related technical field.
  - *\*A bachelor's degree in above areas or other related field, combined with 7 years of professional experience in programme planning, management, and/or research in education may be considered in lieu of an advanced university degree.*
- A minimum of five years of professional experience in programme planning, management, and/or research in education is required.
- Relevant experience in an international organization is considered an asset.
- Knowledge of French and Creole is required. **Fluency in English is required.**

All information must be submitted in **French and English**. Further information may be obtained from the **first address** below between **08:00 AM and 3:00 PM Haiti Time, Monday to Friday**.

The deadline for receipt of **hard copies** of the Expressions of interest at the first address below is **12:00 PM (Noon), Haiti time, December 27, 2024** and an **electronic copy** must also be sent to the CDB at the **second address** displayed below at **12:00 PM (Noon), Haiti time, December 27, 2024**. The sealed envelope containing the submission must include the name and address of the applicant and must be clearly identified as:

**“Expression of Interest – Caribbean Development Bank (CDB) Haiti Country Office (HCO) Education and Training Specialist”.**

Following the assessment of submissions, a short-list of not more than three (3) applicants will be invited to an interview. CDB reserves the right to accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not short-listing any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

**Address 1 :**

**Mr. Michael Stephen LAWRENCE**  
**Resident Representative**  
115, Rue Panaméricaine  
Royal Oasis Hôtel Suite 1-2  
Pétion-Ville, Haïti, HT6140  
Tel: (509) 3102-2001.

**Address 2:**

Procurement Officer  
Caribbean Development Bank  
P.O. Box 408  
Wilkey, St. Michael  
BARBADOS  
[procurement@caribank.org](mailto:procurement@caribank.org)  
cc: [daniel.altine@caribank.org](mailto:daniel.altine@caribank.org)