



**Terms of Reference
Project Director
Agriculture Value Chain in Haiti**

Introduction

Papyrus S.A. seeks to identify a senior manager for a multi-year, multi-million-dollar agricultural value chain project in Haiti. The project will facilitate links between local farmers and industrial buyers, while improving yields, promoting climate smart agriculture, implicating women and youth, and ensuring a successful turnover to industry at project end.

Firm is looking for a dynamic, driven Project Director to develop and manage a complex and sensitive program to foster a private sector focus while promoting a gender/youth/environment spirit.

Job Description

The successful candidate will have extensive relevant experience in managing a complex, private-sector oriented enterprise or project. References are required and will be checked.

The major responsibilities of the position include:

- Overall project management
- Representation of the project to the donor(s), project partners, the agricultural community and other stakeholders
- Liaison and coordination with Papyrus (home office)
- Determining and evaluating program strategy and tactics on a regular basis with Papyrus principals
- Coordination of work plan implementation: Initiation and follow-up on activities to meet project goal and objectives
- Recruitment and supervision of project staff
- Responsibility for all project technical and financial reports and ad hoc reporting to stakeholders
- Pre-approval of all project publications, papers and training materials
- Attendance at regularly scheduled meetings with project funding partner(s)
- Technical and administrative oversight of extension activities
- Advising Papyrus management and informing donor(s) on developments within the program, to improve program activities/effectiveness
- Interaction with and management of expectations of external project partners
- Management of project publicity/marketing (e.g., field visits by sponsors/special guests, participation in seminars)
- Other tasks as identified that will further program objectives.

Candidate Profile

The successful candidate will be the one who best fits the following profile:

- Minimum five years high-level project management experience,
- Demonstrated record of meeting and surpassing challenging objectives on time
- Objective-oriented manager who empowers her/his team.

- Comfortable in a dynamic environment where innovation is required and able to adapt to changes.
- Business management experience (highly desirable)
- Master's degree or equivalent experience in a relevant subject area
- Fluent or proficient in English and French (Creole a plus)
- Haiti experience (desirable)
- Understanding of agricultural value chain concepts (a plus)

Firm encourages women and local Haitian experts to apply. Only responses that meet the stated criteria will be replied to. Salary will be commensurate with applicant history and Papyrus policies **but will not exceed CAD \$120,000/year exclusive of fringe benefits.**

Interested and qualified candidates should send an email to application@papyrushaiti.com

1. The Subject Line of the email should state: "VC Project Director – Your Name".
2. The body of the email should be in the form of a letter stating why you would be the best choice for the position.
3. Your updated CV, with references, should be in attachment.
4. Documents may be in English or French.