



Post Title: Technical Assistance Provider for Microfinance Organizations

Project Name: Reinforcing Med Microfinance Network System for Start-ups (ReSt@rts)

Duty station: AGER

Duration and Assignment: 3 months from June to September

Expected starting date: 20 June 2023

Background

As a partner in the ReSt@rts project, AGER is implementing the project activities in Tunisia. ReSt@rts - Med Microfinance Network System for Startups – the project is funded with € 1,106,559.76 by the European Union's ENI CBC Med Programme and implemented between 20/09/2021 and 19/09/2023 in Italy, Greece, Cyprus, Tunisia, Palestine and Lebanon by a partnership of 8 organizations. ReSt@rts addresses young people with the aim to increase employment opportunities and improve the living conditions of the vulnerable population. The objective of the intervention is to create continuity for the previous project MEDSt@rts with an approach to foster ethical and solidarity finance and public private collaboration, it is intended to bring support to entrepreneurs generally not bankable through the instruments of microfinance, with the structuring of a Marketplace platform and technical assistance service.

Brief description of the role of technical assistance service:

This is a service aimed at improving the quality of microfinance providers' organization's internal processes. It assumes these organizations can achieve greater efficiencies, and thus reduce costs, by investing in quality management information systems, technological improvements, and well-trained staff.

The Technical Assistance for Microfinance Providers is devoted to public and private organizations active in the field of financial and non-financial support to new businesses.

The first group of these organizations will be mapped in the Microfinance Industry Study 2.0.

Then these organizations will be invited to join the Microfinance Association.

Then all these organizations will be engaged in the Marketplace Platform.





The Technical Assistance is a service that will be deployed after the constitution of the Microfinance Association to support the participation of these organizations in the Marketplace Platform.

The Technical Assistance has the duty also to enlarge the group of potential beneficiaries among organizations active in the field of financial and non-financial support to new businesses, working in networking and engagement activities.

PPs should provide through a devoted external service, Technical Assistance that should:

- **Engage microfinance providers inspiring them to participate in activities on the Marketplace Platform.**
 - o Creating a mailing list with all the target microfinance providers
 - o Creating an email template to resume the project focus and explain the opportunity
 - o Inviting target microfinance providers to join the platform
- **Supporting them in joining the Marketplace Platform, also with devoted training and guidance.**
 - o Make sure that each microfinance provider signs the letter for accessing to the Microfinance Committee
 - o Provide one-to-one assistance to each microfinance provider to join the Marketplace Platform
 - o Verify that each microfinance provider has its own account well completed.
- **Providing support to microfinance providers in communicating their own programmes of business support**
 - o Assisting microfinance providers in promoting their activities on the News page of the Marketplace Platform
- **Providing guidance to microfinance providers in developing cross-border business support programmes**
 - o Organizing at least 3 events of at least 1,5 hours to discuss between microfinance providers peers about best practices and case studies to be replicated as business support programmes

Output to be produced

- Mailing list of all the target microfinance providers.
- Invitation for target microfinance providers to join the platform.
- Attendance sheet.
- Programme and minutes for meeting and training





Qualification, Knowledge and Experience

- At least a Bachelor's degree in Economics, Finance, Business Administration, social science or any other relevant field.
- MSc or certified seminars on microfinance, microloans and microgrants are an added value.
- At least 3 years experience in banking services, lending operations, microloans, business financials
- Outstanding communication skills, both verbal and written
- Ability to network with key stakeholders

Submission

Interested experts must send their files by email to aagertunisie@gmail.com or by post or deliver them directly to the following address, AGER Sarl, complex space Tunis block B floor 3 office 6 Montplaisir 1073 Tunis, Tunisia.

The deadline for receiving offers is set for June 23, 2023 at 3 p.m.

Offers received after the date and time mentioned will not be taken into consideration.

The submission should include

- a CV
- a methodological proposal
- a financial proposal incl. VAT

The selection criteria: The award criterion is the best value for money, weighing 70% technical quality and 30% price.

