



TERMS OF REFERENCE

Program Officer – Development Effectiveness

Context:

The Pacific Islands Association of Non-Governmental Organisation (PIANGO) is a regional network of national umbrella NGOs. It has national focal points and coordinating bodies known as National Liaison Units (NLUs) in 24 Countries and Territories throughout the Pacific. PIANGO has served the Pacific through strengthening and building capacity of the civil society sector for 30 years.

PIANGO was formally established in 1991 to assist Pacific NGOs to initiate collective action, give voice to their concerns and work collaboratively with other development actors for just and sustainable development. PIANGO gives voice to NLUs and Pacific CSOs through representation to regional and international fora, engage in policy advocacy and policy formulation, facilitate leadership development for the civil society sector and provide technical support on organizational development and institutional strengthening.

In 2019, PIANGO secured a project partnership with the UNDP Public Finance Management (PFM) Unit on ‘Strengthening Public Finance Management and Governance in the Pacific.’ PIANGO has managed to complete the Phase I of the project which focuses on ensuring a ‘Sustainable, Inclusive and Simple Public Finance for all’ in the Pacific. Through Phase I, PIANGO further partnered with its 7 members/NLUs in Fiji, Solomon Islands, Tonga, Tuvalu, Vanuatu, Kiribati and Marshall Islands to simplify the budget process through the development of a Citizen Budget Guide that enable CSOs to engage in the national PFM processes in their respective countries. The major setbacks for CSO engagement in the PFM processes, as identified in Phase I is; (a) the technicality and complexity nature of the PFM; (b) lack of transparent and engagement mechanisms of CSOs in the PFM processes. During Phase I of the project, PIANGO and its 7 NLUs have had to rely on the technical support provided by the UNDP Consultant in developing the ‘Mapping Tool’ and the Citizen Budget Guide given the technicality and complex nature of the PFM process.

Based on the work already conducted on Phase I, the new partnership with UNDP through the Phase II of the Public Finance Management project focuses on “Strengthening Pacific Civil Society Institutions to empower citizen engagement in Public Finance Management.” Phase II will ensure a transfer of knowledge and skills from the UNDP Consultant in developing a Citizen Budget Guide that is contextualized to the Pacific. PIANGO will draw on the learning from the 7

NLU cohorts to refine tools that can further be developed and validated by its network in target Countries and to be used for the project.

In addition, PIANGO has also managed to secure another partnership with the CSO Platform on Development Effectiveness (CPDE) focusing on “Advancing CSO Advocacy and Capacity on Effective Development Cooperation and Partnerships.’ The new partnership with CPDE complements the work currently conducted under the PFM to further monitor how the Official Development Assistance (ODA) in national budgets are utilized using a development effectiveness. This ensures that any development assistance focuses on sustainable change that addresses the root causes as well as symptoms of poverty, inequality and marginalization and places human rights, social justice, gender equality and ecological sustainability at the core of aid relations and the development process. Moreover, the CPDE partnership also focused on ensuring that CSOs are able to strengthen their accountability as independent development actors; advocate for a rights based approach to development at the national and regional level; and strengthening CSO engagement on the achievements of the Sustainable Development Goals (SDGs) at the national level.

Next steps

PIANGO is seeking the services of a dynamic individual to lead its work on development effectiveness through;

- (a) Coordinate its Public Finance Management work in the region
- (b) Lead its work on Development Effectiveness

Description of Responsibilities:

Under the supervision of the Programme Manager, the incumbent will perform the following tasks:

- (a) Accompany/Engage the PIANGO Technical Advisor on developing a Citizen- Budget Guide; as a means to transfer the skills and knowledge in house;
- (b) Work with the PIANGO NLU cohorts to capture their learnings from Phase I and to pilot the contextualized tools;
- (c) Lead the update of the Citizen Budget Guide for the PIANGO NLU cohorts using the contextualised tool;
- (d) Accompany the PIANGO NLU Cohorts through mentoring and guidance when updating their Citizen Budget Guide using a capacity strengthening approach;
- (e) Analyse/Review the engagement of NLUs in the PFM Process, using the contextualized tools from Phase I
- (f) Support the regional forum for PIANGO NLUs to share experience and learning on citizen engagement in the PFM process;
- (g) Monitor and lead the implementation of the PIANGO Regional Code of Accountability and provide capacity strengthening training on the governance and accountability of PIANGO NLUs
- (h) Support a regional training on project management and network management with PIANGO NLUs and CSO partners.

- (i) Support PIANGO NLUs and CSO partners in monitoring the implementation of the SDGs in country; especially on the enabling space for CSO engagement in the process.
- (j) Lead PIANGO's work on establishing a regional CSO Observatorio that monitors the effective development cooperation in the region.
- (k) Organise meetings, events, conference calls, developing collective content positions and supporting collective advocacy work towards the relevant regional target;
- (l) Develop and maintain effective working relationships with PIANGO key stakeholders, partners, and funders with a particular focus on the needs of the National Liaison Units;
- (m) Contribute to the preparation and submission of funding proposals as required;
- (n) Represent and advocate on behalf of PIANGO at relevant international forums and meetings as directed by the Programme Manager;
- (o) Prepare monthly and periodic reports as required for the Management Team, the PIANGO Board and Funding Donors;

Qualifications, experience and competencies

1. Bachelor's Degree preferably in Economics with at least five (5) years' experience in Public Finance Management (PFM) work;
2. At least 3 - 5 years of in-depth working experience in the development sector and preferably in the Not-For-Profit sector;
3. Sound understanding of national budget process and development cooperation.
4. Experience in developing resource materials or toolkits that is easy to use and understand;
5. Background in research, training, mentoring and coaching is highly preferable;
6. Computer skills with good knowledge of Microsoft software products;
7. Strong analytical and reporting skills;
8. Personal qualities desirable for the role – strong interpersonal skills, highly organized with well-honoured time management skills and strong attention to details. Highly expected to work as part of a team and contribute to building the culture of learning and take pride in developing and improving systems.
9. Ability to work under pressure and meet tight deadlines
10. Understands and can promote the PIANGO values and approaches to development with a commitment to the people of the Pacific Islands

APPLICATION

Applicants are asked to submit the following:

1. A covering letter that addresses your knowledge, experience and ability to undertake the role
2. A Curriculum Vitae
3. Name and contact of 3 Character References

Application to be addressed to the Executive Director and sent electronically via email to recruit@piango.org by **c.o.b** on **1st April, 2022**.