



**GOVERNMENT OF THE COMMONWEALTH OF THE BAHAMAS**  
**THE MINISTRY OF FINANCE**  
**THE PUBLIC FINANCIAL MANAGEMENT AND PERFORMANCE**  
**MONITORING REFORM PROJECT (PFM/PMR)**  
**HR CONSULTANCY POSITION AVAILABLE**



**Title:** Human resource capacity building within the Bahamas Investment Authority (BIA)

This notice is placed on behalf of The Ministry of Finance to provide background information regarding the objectives of the PFM/PMR Project to enable interested persons who meet the stated and other criteria to determine their eligibility and respond to this advertisement to offer their services under the requirements of the project. The Government of the Commonwealth of the Bahamas (GoB) has received financing from the Inter-American Development Bank (IADB) under loan #3340/OC- BH to partially/totally fund the contract cost.

**SUMMARY OF BACKGROUND INFORMATION**

PFM/PMR will improve the Financial Management and Performance Monitoring capabilities of the Public Sector. Component I will strengthen institutional capacity to plan, implement and monitor priority government projects resulting in greater efficiency and higher performance. The GoB is seeking a consultant to conduct a human resources assessment and develop training programs based on the proposed restructuring of technical and promotional frameworks of the BIA.

**DESCRIPTION OF ENGAGEMENT**

The consultancy will take place over a 4 month period in Nassau, Bahamas. A detailed work plan with timeline to achieve the deliverables must be submitted 7 working days after contract signing.

**FUNCTIONS AND RESPONSIBILITIES**

The consultant will inter alia:

- Familiarize themselves with all relevant policy documents
- Assess and report on BIA human resource capacity based on current operational structure compared to organizational requirements under the proposed restructuring.
- Complete skills needs analysis detailing i) skills inventory for all members of the current BIA team and identification of any relevant training needs as required for the technical framework of the reorganized entity, ii) job profiles/ descriptions for all roles under the new organizational structure and possible career paths.
- Develop and implement sustainable detailed training programmes inclusive of the syllabus, presentations, reading material, and pre-requisites including delivery of at least 10 training sessions
- Prepare other materials to be requested by the coordinator of the consultancy within the expected level of effort. Submit a final report on the consultancy indicating the lessons learnt and recommendations for any future training

**EDUCATION SKILLS AND EXPERIENCE**

- Post-graduate degree from accredited university in human resource management, public administration, or other relevant discipline
- 10-years of experience in training development and delivery consulting for investment agencies with proven success working for organizational clients in both public and private sector with similar requirements to those described
- Work in Small Island Developing States an asset
- Strong knowledge of best practice in investment facilitation and aftercare
- Self-starter, with demonstrated ability to work independently and in a team with people at all levels in an organization, evidenced by of a track record of capacity building and influencing others to action.
- Strong organisational and problem-solving skills
- Spoken and written expertise in the English language is essential.

**SELECTION PROCESS**

The individual for the consultancy will be selected in accordance with the Quality and Cost for International Individual procedures set out in the Inter- American Development Bank: Policies for the selection and contracting of consultants financed by the Inter-American Bank (Document GN-2350-9). Note that the Government of the Commonwealth of The Bahamas has the authority to reject any and all proposals without an explanation. Procurement notices will be posted online at [www.bahamas.gov.bs](http://www.bahamas.gov.bs) CVs must be delivered by e-mail by Friday **5:00pm, July 2<sup>nd</sup>, 2018** to [pfmpmr@bahamas.gov.bs](mailto:pfmpmr@bahamas.gov.bs).