



MINISTRY OF EDUCATION/MINISTRY OF LABOUR AND SOCIAL SECURITY

INTEGRATED SOCIAL PROTECTION AND LABOUR PROJECT

IDB LOAN 2889/OC-JA

REQUEST FOR INDIVIDUAL CONSULTANCY SERVICES

To conduct Institutional and Programme Analysis of the School Feeding Programme (SFP) within the Ministry of Education and its Agencies leading to Recommendations for Structural and Programmatic Harmonization

Individual Consultants are being invited to submit a Letter of Interest and full Curriculum Vitae for the consultancy outlined below.

CONSULTANCY OBJECTIVES

The general objective of this consultancy is to conduct an in-depth analysis of all the processes and activities relating to the SFP and determine the gaps and overlaps within/among the executing agencies. The information gained from the analysis should be used to make recommendations to strengthen the structure and operations of the SFP bringing all operational matters under one umbrella entity with a new and efficient management structure.

The specific objectives are to:

1. Document and analyse all processes and entities related to the SFP
2. Determine adequacy of staff at the various levels of operations
3. Assess the culture of each organization and determine 'operational fit'
4. Identify weaknesses and recommend how to strengthen the School Feeding programme (structure, operations, finance)
5. Make recommendations for new and efficient management structure.

The Terms of Reference (TOR) for this consultancy may be accessed on the Ministry of Education Website: www.moey.gov.jm or via Email at: schoolfeeding@moey.gov.jm

QUALIFICATIONS AND EXPERIENCE

The Consultant will be required to meet the following criteria in qualifications and experience:

- Completed at least a master's degree in Human Development or Organizational Behaviour with strong emphasis on Organizational Development
- Minimum of three years consulting in the area of Organizational Diagnosis and Transformation with at least one Consultancy in the Public Sector.

A valid Tax Compliance Certificate (TCC) is required to be considered eligible.

Only short-listed applicants will be contacted.

Responses must be submitted via e-mail no later than **4:00 p.m. on Friday March 11, 2016 to:**

Modernization of the School Feeding Programme
School Feeding Unit
Ministry of Education
37 Arnold Road, Kingston 4
Email: schoolfeeding@moey.gov.jm