



Regional Agency for Agriculture and Food
Agence Régionale pour l'Agriculture et l'Alimentation
Agência Regional da Agricultura e Alimentação



CALL FOR APPLICATIONS

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Agency:	ECOWAS Regional Agency for Agriculture and Food (RAAF)
Source of funding:	Spanish Agency for International Development Cooperation (AECID)
Selection method:	Selection of Individual Consultants (SCI)
Selection reference:	ARAA/BUDGET/2025/SCI/39
Subject:	RECRUITMENT OF A TECHNICAL ASSISTANT TO THE ARAA
Publication date	October 16, 2025
Deadline:	November 3, 2025, at 11:59 p.m. GMT

1. Background

As part of the implementation of the regional agricultural policy (ECOWAP), ECOWAS, through the RAAS and in accordance with its mandate, implements programs and projects in the areas of food security, agroecology and climate change, livestock and pastoralism, production and productivity, and youth employment. In order to strengthen the Agency's capacity to implement these programs, ECOWAS receives financial support from the Spanish Agency for International Development Cooperation (AECID) within the framework of ECOWAP/CAADP and the implementation of the Cooperation Program between ECOWAS and AECID to provide technical assistance services and co-finance programs and projects related to the common agricultural policy. These Terms of Reference define the conditions and framework for the Technical Assistant's work with the RAAS.

2. Responsibilities of the Technical Assistant

The Technical Assistant will perform his/her duties under the direct authority of the Executive Director of the RAAS. His/her main responsibilities are as follows:

a. Strategic and technical advice

- Assist the Executive Director on technical, operational, and strategic issues at the ARAA related to ECOWAP policy, **particularly in connection with the implementation of programs co-financed by Spanish cooperation.**
- At the request of the Executive Director, he/she may provide support on other programs funded by other partners in the context of the implementation of ECOWAS agricultural policy.
- The main role of the Technical Assistant is to assist the Executive Director of the RAAS and liaise between the RAAS and the AECID on projects financed by Spanish cooperation.
- Assist the Executive Director in budget monitoring to ensure compliance with ECOWAS and donor rules and procedures.

b. Project planning and development

- Monitor specific programs supported by Spanish cooperation and formulate potential projects to be supported by Spanish cooperation in the areas of agriculture, food security, and pastoralism, creating employment opportunities for young people and women and, in general, improving the livelihoods of the most vulnerable populations.

- Provide technical support for the implementation of projects and programs funded under the AECID-ECOWAS Cooperation Program, particularly in relation to the Regional Food Security Reserve, the Regional Social Safety Nets for Food Security Program, the Regional Strategy for Youth Employability in the Agricultural Sector, and the Water-Agriculture-Food Nexus.

C. Partnerships and cooperation

- Analyze and identify opportunities for technical support or technical cooperation from Spain to member states and ECOWAS in the sectors of agriculture, food security, and pastoralism.
- In the context of program and project implementation, facilitate coordination with external and contractual partners made available to the RAAS by Spanish cooperation and/or other ECOWAS and other development agencies involved in the implementation of AECID programs
- Contribute to promoting synergies and complementarities between projects funded by other partners and those funded by AECID
- Develop and submit to the RAAS for funding initiatives related to the "Water-Agriculture-Food" Nexus.

D. Monitoring, reporting, and resource mobilization

- Assist the Executive Director in improving the implementation and monitoring of projects and actions carried out by the RAAS with financial support from the AECID.
- Contribute to the production of the ARAA's work plans, technical reports, and financial reports **by providing information on all projects funded by the AECID.**
- Support the development of proposals and the management of contracts with ARAA's external partners in projects funded by AECID.

E. Other tasks

- Perform any other duties that may be assigned by the Executive Director.

3. Qualifications and experience

A. General qualifications

- At least a master's degree in economics, finance, management, agronomy, or similar fields, with a strong specialization in food security and/or pastoralism.

B. Experience

- More than eight (8) years of project management experience in Africa, including at least two (2) years in regional projects in at least one of the following areas: (1) agro-pastoral development ; (2) implementation of food security and regional reserve programs; (3) implementation of community-based nutrition programs.
- Work experience in a sub-regional organization in West Africa in the agricultural sector would be an asset.
- Proven experience of more than two (2) years with projects funded by Spanish cooperation and/or the European Union. Familiarity with European reporting, programming, and justification standards would be an asset.
- Experience in managing multi-donor programs and/or within United Nations agencies would be an asset.

- At least two (2) years of work experience in contact with national administrations and/or civil society organizations in the West African region.
- The ability to mobilize ECOWAP partners to raise financial and technical resources for the implementation of the ECOWAS Agricultural Policy.

C. Language skills

- Perfect ability to communicate effectively (written and oral) in French (C1 or Superior) and a good knowledge of English (B1).
- Fluency in Spanish or Portuguese would be an advantage.

D. Other skills and abilities

- Strong planning, organizational, and time management skills, as well as the ability to multitask.
- Ability to work within a multidisciplinary team, provide advice, and recommend actions.
- Proficiency in writing and presenting professional reports and analytical documents.
- Excellent interpersonal and communication skills, ability to manage relationships with development partners, work under pressure, and deal with politically and culturally sensitive issues.

4. Job requirements

The Technical Assistant will be based in Lomé, at the ECOWAS Regional Agency for Agriculture and Food (RAAF). A consultancy contract will be signed for renewable periods of twelve months, subject to the availability of funds, satisfactory performance, and the needs of the Agency. The mission is scheduled to begin as soon as possible, and the position is full-time.

5. Application file

Applications must include:

- A cover letter specifying the date of availability;
- A recent resume detailing professional experience and similar assignments;
- Three professional references (names, current and past positions, email addresses, and phone numbers);
- A certified copy of the highest degree obtained;
- Copies of employment certificates or service attestations mentioned in the resume and confirming the experience acquired.

All documents must be compiled into **a single PDF file** with the following title: "APPLICANT NAME - ARAA Technical Assistant."

6. Submission of applications

Applications must be submitted no later than **November 3, 2025, at 11:59 p.m. GMT**, by uploading them via the following link: <https://bit.ly/4hb4z6J>

7. Selection method

The consultant will be selected in accordance with the method based on the qualifications of the consultants.

An interview session may be organized with a short list of pre-selected candidates. Only pre-selected

applications will be contacted. The ARAA reserves the right not to proceed with this call for applications.

8. Request for additional information

Interested consultants may obtain further information by writing to the following email addresses: procurement@araa.org cc: ctienon@araa.org ; awaki@araa.org with the subject line **"SCI39-Recruitment Technical Assistant."**

The Executive Director pi

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