

Ministry of Social Development (MOSD)

Enhancing Women's Economic Opportunities in Jordan (P180508)

Childcare Expansion Project Management Unit

Project Manager

Terms of Reference

I. Background

The Enhancing Women Economic Opportunities operation in Jordan addresses specific constraints women face to enter and stay in the labor force related to workplace conditions, financial inclusion, transportation, and childcare. The intended outcome of the operation is to improve the enabling environment for women to work and to address specific constraints women face to enter and stay in the labor market. The operation will support the implementation of the Engendered Strategy of the Economic Modernization Vision 2033a related to four priority areas (i) legislative reforms and gender seal, (ii) women e-shop and providing financing and non-financial support to women, (iii) transportation solutions for women, and (iv) expanding quality nurseries.

The operation is a Program for Results (PforR) with an **Investment Project Finance (IPF)** Component.

Program for Results (PforR):

The operation consists of four Results Areas (RAs), supported by an investment (IPF) component that focuses on childcare and on program management, including the collaboration and evidence hub team:

- **RA 1.** Better and more adaptive workplace conditions for women
- **RA 2.** Women's financial inclusion and entrepreneurship
- **RA 3.** Safe public transport
- **RA 4.** Access to quality childcare

A range of entities are responsible for the activities and the data related to monitoring progress under the Results Areas. For RA 1, the involved entities are the Ministry of Labor, the Jordanian National Commission for Women (JNCW), and the King Abdullah II Center for Excellence. For RA 2, the Central Bank of Jordan, the Interministerial Committee for Women's Empowerment (IMC-W), the Ministry of Social Development (MOSD), the Companies Controller and the Ministry of Industry, Trade and Supply. For RA 3, the Ministry of Transport and the Land Transport Regulatory Commission. For the RA 4, the main entities are MOSD, the National Council for Family Affairs (NCFA), the Technical Vocational Skills Development Council (TVSDC) and the Vocational Training Centers (VTCs).

IPF Component:

The Program is complemented by an Investment Project Financing (IPF) component to support the implementation of two main activities. The first activity is Program Management including the Collaboration and Evidence Hub team. The second activity will support the expansion of quality childcare, (as referenced under RA4), and will be led by the MOSD. MOSD has established a Childcare Expansion Project Management Unit (CE-PMU) with the purpose of administrating the grants to be disbursed under EWEO's Component 4.

To achieve this, the Component will finance, with support from the World Bank Early Learning Partnership program, the establishment of grants to private (and NGO-owned) center-based and home-based nurseries, to increase the supply of childcare services. The program will also provide targeted subsidies to low-income mothers to increase the demand for childcare. In addition, through this component, the MOSD will establish a childcare services platform to bring childcare providers and families onto the same platform to help mothers eligible to receive childcare subsidies to identify nursery for the enrollment of their children, thus reducing the gap between the demand and supply of services.

This TOR's references the second activity under the Investment component, led by MOSD.

II. Responsibilities:

The PMU Manager will play a pivotal role in ensuring the successful implementation of the Program. The Team Lead will report directly to the Director of Development at the MOSD and will be responsible for the following:

- **Overall Project Management:**

- Lead and manage the Childcare Expansion Project Management Unit (CE-PMU) overseeing all program activities and ensuring their alignment with the program objectives and timelines.
- Develop and implement a comprehensive program work plan, including timeline, milestones, and risk mitigation measures in coordination with WBG's team.
- Manage the CE-PMU team members including ensuring sufficient capacities are recruited and maintained and promote teamwork and clear distribution of tasks.
- Manage and coordinate effectively with various stakeholders, including MOSD leadership, WBG, government ministries, implementing agencies, development partners, civil society organizations, and private sector, to ensure collaboration and complementarities of efforts in the areas within project scope.
- Facilitate regular communication and knowledge sharing among stakeholders through workshops, meetings, and reports.
- Oversee the follow-up activities with MOPIC on progress against the grants disbursement, and contributions to the Childcare component under the Program for Results, and other commitments as part of the program, identify bottlenecks and needed interventions.
- Initiate and facilitate the achievement verification process with the Audit Bureau and the government agencies responsible for the Program.
- Supervise the disbursement management for the Program.

- Organize and facilitate missions and communication with the WB for the Program.
- **Technical Leadership:**
 - Oversee the implementation of the components of the IPF second activity to expand supply and demand for childcare, namely:
 - Grants program for establishment of nurseries
 - Subsidy schemes and disbursement for low-income mothers
 - Childcare demand and supply portal
 - Ensure quality assurance and compliance with World Bank technical and safeguard policies.
 - Ensure adherence with government procurement policies and guidelines in the project's grants and contracts
 - Lead the development of monitoring and evaluation (M&E) frameworks to track progress toward project objectives and impact indicators.
 - Oversee the production of high-quality technical reports and documents related to project activities.
 - Support the effective dissemination of the work of the collaboration and evidence hub team and knowledge exchange among relevant stakeholders, to facilitate uptake among relevant policy makers.
 - Oversee and support the evaluation and selection process of applications including the field inspection visit.
 - Supervise and participate in the awareness raising and knowledge transfer activities conducted for MOSD directorates employees and grantees.
 - Oversee the grants activities proper implementation through reviewing deliverables and participating in inspection visits.
 - With MOSD and other relevant stakeholders, lead the development and implementation of strategies for expanding quality childcare services.
- **Fiduciary Management:**
 - Oversee the financial management work and ensure that the project prepares timely all financial reports according to World Bank guidelines.
 - Oversee timely procurement of goods and services as per the government's procurement procedures, with reference to the grants manual.

III. Qualifications and Experience

- BA degree in a relevant field such as gender studies, development economics, public policy, or business administration, or economics.
- Minimum 12 years of experience for BA degree and 10 years for Master's and PhD degrees in project management, with a proven track record of successful implementation in areas relevant for this operation.

- Track record in working to support MSME's, nurseries and/or home-based businesses
- Demonstrated experience in working with government agencies, civil society organizations, and the private sector.
- Excellent communication, leadership, inclusive management, interpersonal, and teamwork skills.
- Fluency in spoken and written English and Arabic.
- Experience in working with World Bank Program for Results (PforR) instruments and safeguard policies is highly desirable.

IV. Duration of Assignment

Full-time employment, until the end of June 2027, renewable subject to performance and available funding.