

Job Title	Team Leader
Location	Biratnagar, Koshi Province (with frequent travel to Cluster offices, Palikas and sites)
Reports to	Program Director, JV of GEOCE, Aviyaan and TMS
Responsible for	Small Irrigation Program (SIP) PMISC Team
Liaison with	JV Team SDC Nepal Line agencies at federal and provincial government
Type of Contract	Fixed-term till July 2025

About Small Irrigation Program

Small Irrigation Program, Phase II (SIP-II) is implemented by the Government of Nepal (GoN) in collaboration with the Government of Switzerland and is built upon the experience of implementing SIP, Phase I. The programme will cover Local Governments (LGs) of mid hills in Koshi Province. It will provide year-round irrigation to 20,000 hectares in about 1,300 small scale irrigation systems through community driven process benefiting 65,000 farmer households.

The expected impact of the programme is to reduce the poverty of small farmers especially from the disadvantaged groups by increasing their agricultural income. This will be achieved through three outcomes: (i) local Governments respond effectively to needs of small farmers for irrigated agriculture; (ii) small farmers especially disadvantaged groups (DAGs) increase agricultural productivity and (iii) market actors offer innovative supports and products to farmers in irrigated schemes.

The main approach of the programme is to consolidate the positive results in development of irrigation infrastructure, and further refine scheme design to condition these schemes for dry season irrigation of high value crops, and thus create enabling conditions for the introduction of commercialized agriculture. LGs shall actively support the introduction of improved agriculture practices with a focus on the production of high value cash crops as well as ensuring a conducive environment for the development of the private sector exist and facilitate the linkage between the input and output markets with the farmers.

A bi-lateral agreement was signed between the GoN and the Government of Switzerland on 26th June, 2020 for the implementation of SIP-II from 1st July, 2020 till 31st December, 2024. A no-cost time extension of SIP until 15th July, 2025 was agreed upon by both governments to synchronize the project activities with the fiscal year.

Implementation Modality

The mandate to implement small irrigation program lies with the local governments as small irrigation is one of the exclusive rights of the LGs as per the Constitution of Nepal, 2015 (Schedule 8). Adhering to this mandate, SIP is implemented by 59 LGs along the mid-hills of Koshi Province.

At the federal level, on behalf of GoN, Ministry of Urban Development (MoUD) extends the necessary guidance and support to the programme and ensures collaboration with Koshi Province Government and LGs through Department of Local Infrastructure (DoLI).

At the province level, Koshi Province through Irrigation and Energy Division (IED) representing Ministry of Water Supply, Irrigation and Energy (MoWSIE) has the responsibility to manage planning, coordination and budgeting/budget transfers to LGs.

One of the major expected outcomes of the Programme is to foster stronger ties among the three spheres of governments and promote and demonstrate meaningful inter-governmental collaboration.

Program Management Implementation and Support Consultants (PMISC) representing the Technical Assistance (TA) provider has the responsibility of assisting the Programme Coordination Unit (PCU) at IED to support in overall implementation of the project, prepare for the conditional grant to LGs, draft an umbrella one window policy for small irrigation, in anchoring Management Information System (MIS) and establishing an agricultural price information system.

At the local level, LGs with their Infrastructure Development and Environment Management Section (IDEMS) have the overall responsibility for planning, management and implementation of the program.

Main Purpose of the Job

Based in the Biratnagar office, the Team Leader will provide inspirational, strategic, technical, financial and managerial oversight of the Small Irrigation Programme. The Team Leader will need to be a strong, proactive leader, sensitive to the experience of SIP's technical teams and have the ability to engage and build strong collaboration across a large team of experienced technical staff.

The Team Leader will be a self-starter and be able to take initiative to push the programme forward as well as ensure a smooth project closure. The Team Leader will work closely with the Senior Management Team to provide strategic and technical oversight and management of the team of 85, operations and stakeholder relations with government line agencies and SDC. The Team Leader will directly line manage the experts' team of six.

The task of the team leader will require frequent field visits to scheme location that are only accessible by foot, with very basic amenities and therefore the candidate should be physically fit and able/willing to undertake such field visits.

Main Duties

Program Delivery

The Team Leader is overall responsible for delivering on time and quality results of the program. In addition (but not limited to):

- (i) Support the Program Coordination Unit (PCU) in the day-to-day management by guiding the development of implementation approaches and processes/procedures for key project cycle activities.
- (ii) Support the PCU in assuring the quality, uniformity and consistency in scheme selection, project preparation, construction and post construction support.
- (iii) Ensure budget allocation as per the Bi-lateral Agreement and it is entered into the Line Ministry Budget Information System (LMBIS) from the Federal and Provincial Government and adequate budget allocation by the Local Governments.
- (iv) Guide the Cluster teams for information dissemination at Palika level for demand driven scheme identification, scheme verification, selection and preparation.
- (v) Ensure quality control of the scheme verification and scheme preparation activities and outputs and the preparation of the project preparation reports.

- (vi) Ensure the regular updating of the MIS and the operationalization of the internet-based project verification and project preparation systems
- (vii) Ensure the implementation of the Small Irrigation Guideline in all 59 Palikas.
- (viii) Quality assurance of the periodic reports including outcome monitoring summary, annual progress reports and yearly plan of operations to be submitted to DoLI, MoWSIE & SDC
- (ix) Ensure that various training and capacity building programs are implemented as required.
- (x) Facilitate the transfer of knowledge by conducting orientation workshops for officials involved in project implementation and organize review workshops to discuss work plans, outcome results, physical and financial progress and identify the measures to overcome the problems and constraints that have a negative effect on project implementation.
- (xi) Ensure smooth project closure along with handover of the Project Preparation Report (PPR) and Management Information System (MIS) to Koshi Province Government

Management and Leadership

- (xii) Provide overall direction to the team, and coordination of inputs and supervision and guidance of individual specialists and ensure that a consistent approach is adopted for the project cycle implementation processes and procedures;
- (xiii) Act as the line manager to staff as per program organogram
- (xiv) Manage and deliver all the consulting services to meet the requirements of the Project
- (xv) Ensure a diverse work force representative of the national diversity.
- (xvi) Oversee the recruitment and inductions of new staff.
- (xvii) Ensure results orientation of the entire team.
- (xviii) Proactive identification of conflict (both internal within the team as well as external) and its proactive resolution without allowing any aggravation.
- (xix) Play a leading role in team building and coaching/mentoring of staff.

Stakeholder Relations

- (xx) Serve as the key point of contact for concerned line agencies in Government of Nepal, SDC and stakeholders.
- (xxi) Ensure that the views of DoLI, MoWSIE and SDC are incorporated into the various reports as they are produced and reviewed.
- (xxii) Coordinate and organize policy level meetings i.e. Program Advisory Committee and Program Coordination Committee.
- (xxiii) Understand, maintain and guarantee the SDC values, principles and approaches.
- (xxiv) Seek support from SDC in any interpretation of the Programme Document and its spirit and execute them accordingly.
- (xxv) Ensure appropriate stakeholder communication and dialogue in the planning processes following the existing acts/regulations.
- (xxvi) Ensure a close coordination of activities and close cooperation of all the Consultant's specialists with the SDC funded relevant programme/projects, particularly in the agriculture and market sector.

Program Management Oversight

- (i) Oversee financial management and reporting of the programme including the signing of cheques and vouchers in collaboration with the Finance Management Specialist.
- (ii) Ensure financial forecast and maintain compliance to various organizational rules and regulations.
- (iii) Ensure maintaining the financial contribution of the Project on a timely manner.
- (iv) Ensure developing/maintaining the internal control system to a highest standard.

Qualification and Key Experience

- i. A Masters' degree in Management or Water resources engineering or Social Science or relevant subject,
- ii. A minimum of 15 years' experience in managing community infrastructure development or rural development projects in establishing quality control and monitoring systems with effectively verified outputs of which at least 10 years' experience in leading a multidisciplinary team,
- iii. Thematic experience in at least two of the mentioned sectors: infrastructure development, irrigation, agriculture and market development, governance, livelihoods,
- iv. Experience in managing budgets effectively with oversight on spending while providing regular oversight on issues related to risk and audit,
- v. Experience of risk management and mitigation in a programme context,
- vi. Experience in working with participatory planning methods would be an advantage,
- vii. Experience in leading programmes in politically complex environments,
- viii. Strong external liaison experience fostering partnerships between Government and other stakeholders, including at provincial and local level, and building national and sub-national capacity,
- ix. A good understanding of functioning of three sphere of governments in a federal system including their constitutional mandates in relation with the program; Irrigation Act of Koshi province; Federal Irrigation policy; Small irrigation guidelines in Koshi province; etc.
- x. A good understanding of the political, policy and programme context including political economy of Koshi Province for influencing reform agenda.

Key Skills

- Leadership and influencing skills,
- Strategic thinking, problem-solving, and decision-making skills,
- Strong financial and risk management skills,
- Strong stakeholder engagement and relationship management skills.
- Strong administration and organisational skills, good time management,
- Strong inter-personal skills,
- Excellent verbal and written communication skills (both Nepali & English), including report writing; knowledge of a local language of working area will be an asset.