



Organizational Development/Risk Management Specialist About the International Executive Service Corps (IESC)

IESC is a US based nonprofit that creates and expands economic opportunities, helping to lift those we support out of poverty. We believe that helping enterprises grow is the most sustainable way for communities to have access to jobs and for families and people to have opportunities for a better quality of life. We have helped businesses in a variety of sectors, including trade and agriculture, create or save more than 1.5 million jobs in 137 countries across the world. Our major funders today are the US Agency for International Development (USAID) and the US Department of Agriculture (USDA), among others.

IESC is the prime implementor of the USDA-funded Trade Safe (TraSa) Program in the Dominican Republic (DR). TraSa aims to build the capacity of Dominican government institutions to develop a modernized Sanitary/Phytosanitary (SPS) and food safety related policy and regulatory framework to respond to the needs of the Dominican Republic's trade agreements and international best practices, as well as Dominican consumers. TraSa is helping government institutions to implement science- and risk-based SPS and food safety measures, standards, and regulations to facilitate trade in food and agricultural products. The project is also supporting the development of cold chain policies in context of the domestic market and international trade. The project period of implementation is November 1, 2020 to September 30, 2025.

IESC is recruiting for an Organizational Development/Risk Management Specialist to work closely with and promote collaboration between the National SPS Committee (NSPSC), National Trade Facilitation Committee (NTFC), and the public/private sector. The specialists will focus on achieving recognition of the organizational and procedure changes required to facilitate both imports and exports of agricultural products through streamlining SPS, food safety, and trade-related processes. He/she will identify necessary organizational changes, develop a strategy for promoting such changes, identify training opportunities to facilitate such changes, and win the support of stakeholders. He/she will support the NSPSC and NTFC with implementation of risk and science-based sanitary and phytosanitary measures, standards, and regulations. This is a full-time position (40 hours per week) based in the program office in Santo Domingo, Dominican Republic. Travel throughout the DR will be required.

Duties and Responsibilities

- Participate in the development, research, design and implementation of program activities and technical assistance related to streamlining SPS, food safety, and trade-related processes;
- Work with the project Director of Capacity Building/Change Management to develop and maintain briefings on each of the key institutions



(Department of Plant Health, Department of Animal Health, Department of Food Safety, and DIGEMAPS); Such briefings will be based upon capacity evaluation and training needs assessments;

- Assist the Director of Capacity Building/Change management conduct a rapid assessment of DIGEMAPS primarily through key informant interviews, to produce a gap analysis against international best practices;
- Develop project interventions to assist the Dominican Government improve the single window (VUCE) into a more fully integrated risk management system at the interagency level to result in increased efficiency and transparency of trade;
- Assess current risk-based inspection practices and methodologies as they apply to food and agricultural products;
- Develop and support implementation of an action plan for developing the automated risk management system and inter-agency risk-based inspections;
- Manage relationships and facilitate collaboration between government counterparts and interagency entities –specifically the National SPS Committee, Ministry of Agriculture, Customs Directorate, DIGEMAPS, and National Trade Facilitation Committee – and the private sector;
- Support priorities of the NTFC and National SPS Committee that facilitate trade;
- Collaborate with the Program Training Coordinator on the development and implementation of a program training plan.
- Conduct research, analysis, and capacity building/training efforts as assigned;
- Coordinate beneficiary outreach and demonstrate follow up and attention to detail in communications with beneficiaries and stakeholders;
- Draft scopes of work and coordinate international and domestic consultants to produce required program outputs;
- Generate report inputs and full technical reports in subject area, including inputs to the semi-annual reports, annual reports, and yearly work plans;
- Provide support in the development of communication campaigns;
- Report to the Director of Capacity Building/Change Management.

Qualifications

- University degree in a relevant field (Economics, Finance, Law or Information Technology IT), Master of Science degree in above mentioned fields or MBA is preferred;
- Work experience in related field for at least 5 years;
- Demonstrated strong interest in international trade and trading systems.
- Ability to prioritize among multiple competing requests;
- Self-starter, detail-oriented, thorough and well organized;
- Well-developed interpersonal and cross-cultural communication skills to support local teams and beneficiaries, as well as international consultants and volunteer experts effectively;



- Excellent written and oral communication and presentation skills, including training development and delivery;
- Ability to travel domestically and internationally;
- Fluency in English and Spanish required;
- Experience with USDA, USAID, or other donor programs preferred.

IESC is an Equal Opportunity Employer. Please note that this position is intended for a local national or a person with legal residency and work eligibility in the Dominican Republic.

Please apply in:

<https://phg.tbe.taleo.net/phg01/ats/careers/v2/viewRequisition?org=IESCORG&cws=39&rid=2510>

Applications will be received until March 31, 2024.