



Terms of Reference

Trade and Economic Development Advisor

- **Position Type:** Part-time, National or International
- **Location:** Vientiane, Lao PDR
- **Input:** Up to 60 days over 6 months

1. Background

The Australian Embassy in Vientiane manages the Department of Foreign Affairs and Trade (DFAT)'s bilateral development assistance to Laos. Australia has a strong interest in ensuring Laos continues to develop as a stable neighbour that is increasingly well positioned to contribute to regional security and prosperity. Our aid to Laos aims to build prosperity and reduce poverty, while helping Laos to take advantage of economic integration with the region. A growing economy and improved business environment will foster opportunities for economic partnership in the future.

Support for trade facilitation, private sector development and economic reform is a strategic priority of the Australian Aid program in Laos. In December 2018 Australia committed AU\$4.5 million to the World Bank implemented Lao PDR Competitiveness and Trade Project (LCTP) which aims to simplify business regulations, facilitate trade and improve firm level competitiveness in the Lao PDR. Australia also supports financial inclusion in rural Laos, through the GIZ implemented 'Access to Finance for the Poor' (AFP V) project which works with the Bank of Laos to improve access to finance for poor rural communities through village banks. Australia also supports Laos through regional and global programs, including in the areas of e-commerce, infrastructure and implementation of the ASEAN Australia New Zealand Free Trade Agreement (AANZFTA).

In July 2018, Australia was appointed as Co-Chair of the Trade and Private Sector Working Group (TPSWG), the leading coordination mechanism for development assistance in the sector. Australia works closely with MoIC and the European Union delegation as co-Chair of the TPSWG to achieve improved sector coordination amongst all relevant development partners in the sector.

DFAT's Aid Investment Plan for Laos will end in 2020 and DFAT is in the process of redesigning its bilateral support, including in the area of trade, private sector development and economic reform.

Established in January 2014, the Laos-Australia Development Learning Facility (LADLF) supports the Australian Embassy to deliver effective and efficient aid investments in Lao PDR. The LADLF works closely and collaboratively with DFAT to design and manage Australian aid in Lao PDR. As part of its support services, LADLF recruits and mobilises technical expertise for the benefit of the Australian Embassy in Lao PDR.

2. Role & Responsibilities

The LADLF seeks to recruit a Trade and Economic Development Advisor to join the Australian Embassy's Economic and Trade Team. Under the supervision of the Second Secretary (Economic and Trade), the Advisor will provide the Economic and Trade Team with technical advice and support on the delivery of Australia's trade and economic reform investments in Laos.

Key responsibilities include but are not limited to:

1. Enhance Australian aid effectiveness by **supporting the Economic and Trade Team in its engagement with partner government agencies and other development partners** including key bilateral and multilateral institutions, civil society and private sector partners as appropriate. This includes support for the Embassy's **sector coordination role as Co-Chair of the Trade and Private Sector Working Group**.
2. Support the Economic and Trade Team **to promote synergy and improved coordination between Australia's bilateral, regional and global investments** in the areas of economic reform, trade and private sector development.
3. Provide **technical advice and support to the Economic and Trade Team in relation to future direction of bilateral aid investments** in the areas of trade, private sector development, public financial management and economic reform.
4. Develop and maintain an **up-to-date and in-depth understanding of the Lao macro-economy, trade, private sector and economic reform context** to increase the effectiveness of Australia's investments.
5. As required, provide analysis, advice, capacity building and other support to the Economic and Trade Team on issues **relevant to the macro-economy, public finance, trade facilitation and private sector development, including global and regional trends, and development issues and practice**. This includes preparation of high quality written products such as speeches, press release and briefing.

3. Required skills and expertise

- Demonstrated experience working on macro-economic, trade, public finance, private sector development and/or economic reform policies and programs in Lao PDR and/or the Greater Mekong Region
- Excellent interpersonal skills and ability to be a flexible team player and to work independently as part of a multi-disciplinary team
- Strong organizational and coordination skills
- A minimum of 5 years of experience working in economic development, trade facilitation, private sector development, and/or public financial management sectors
- Experience working with government stakeholders in Lao PDR and/or the Mekong Region
- Excellent English language verbal and written communication skills
- An advanced university degree in a relevant field (i.e. economics, finance, public policy, trade, international development).
- Experience working with DFAT or similar donor, or on DFAT-funded activities desirable.

4. Tasking Arrangements

The advisor will be contracted by LADLF and work from the Australian Embassy in Vientiane, providing services to the Economic and Trade Team. They will be managed and report to the Second Secretary (Economic and Trade) and work in close cooperation with members of the Economic and Trade Team.

LADLF will act as contracting agency on behalf of DFAT. A timesheet shall be maintained using a template provided by LADLF. Claimed time will be reviewed and authorised for payment by the LADLF Director.

5. Application Process

Interested candidates should submit a CV and a Cover Letter that address the position requirements.

Applications should be sent to Ms. Sengchan Phachoomphon the following email address

Sengchan.Phachoomphon@ladlf.com, no later than **02 February 2020**.

Only shortlisted applicants will be contacted. Shortlisted applicants may be requested to participate in an interview process as well as undertake a background check in line with LADLF recruitment policies and procedures.

LADLF is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to sex, ethnicity, religion, gender identity, sexual orientation, disability or age.