Terms of Reference (TOR)

Position Title: Rural Finance Specialist
Program: Rural Economic Growth and Employment Program Upscaling (REGEP-UP)
Location: Program Management and Coordination Unit (PMCU), Amman, Jordan, with frequent travel to targeted governorates
Report to: Program Director
Probation period: Three Months
Duration: 1 year with possibility of extension, subjected to satisfactory annual performance appraisal and availability of the fund
Work Schedule: Full time

I. Background

REGEP-UP is the upscaling phase of REGEP program, funded by IFAD, and implemented by the Government of Jordan. Launched in 2026 for six years, REGEP-UP aims to create employment and income opportunities for vulnerable groups (youth, women, and refugees) while strengthening farmers' resilience to climate change.

The program's overall goal is to reduce rural poverty and nutrition insecurity and enhance household resilience in Jordan's water-scarce context. Its development objective is to improve productivity and incomes of smallholder farmers and generate sustainable employment by supporting value chain actors, including rural MSMEs, and integrating them into resilient agri-food systems.
REGEP-UP focuses on promoting climate-resilient agricultural practices, improving soil and water management, supporting agribusiness development, expanding inclusive finance, and informing policy through data and advocacy. It will be implemented across all governorates of Jordan over six years and managed by JEDCO, with a dedicated PMCU responsible for coordination, management, and monitoring.

Program components:

1. **Resilient and Inclusive Value Chain Development:** Promote the adoption of sustainable, climate-resilient practices and technologies to strengthen resilience in water-scarce areas, boost food production and nutrition through family-based food enterprises, and improve smallholders' market access.
2. **Inclusive Rural Finance:** This component promotes sustainable, climate-adaptive practices to strengthen resilience in water-scarce areas, improve food production and nutrition, enhance market access for smallholders, and create jobs through value addition in rural SMEs and viable value chains.
   Sub-component 1.1: Supports poor and vulnerable households (especially women, youth, and refugees with small landholdings) through technical assistance, grants, mentoring, and marketing to improve resilience and income.
   Sub-component 1.2: Develops inclusive value chains by strengthening agro-processors and SMEs, improving productivity of medium-scale farmers, and focusing on key crops such as fruits, vegetables, and herbal plants.
3. **Project governance and Policy engagement.**

II. Scope of Work

The Rural Finance Specialist will work under the direct supervision of the Program Director in order to accomplish the task of coordinating and supervising the activities under the Inclusive Rural Finance Component.

III. Main Tasks and Duties

The Rural Finance Specialist will be responsible for the following:

1. Planning and Coordination

- Develop and maintain the annual work plan and budget for Component 2 in close coordination with the Project Coordinator.
- Ensure centralized, harmonized management of the SME and microloan credit lines, including reporting, monitoring, and performance tracking.
- Coordinate with the Value Chain Development Manager to facilitate access to financial services and financial literacy activities for producer organizations and value chain actors identified and engaged under Component 1.
- Liaise with JLGC and other stakeholders to promote innovative approaches to expand inclusive rural finance.

2. Credit Line Management

- Oversee the selection and onboarding of Participating Financial Institutions (PFIs), ensuring alignment with project eligibility and performance standards.
- Compliance with the project eligibility criteria.
- Monitor disbursements, repayment performance, and impact across both facilities, with disaggregated data by gender, age, agricultural subsector, and governorate.
- Maintain coordination with CBJ and ACC to ensure compliance with eligibility criteria and Component 2 objectives and targets.

3. PFI Capacity Building

- Oversee the recruitment and supervision of consultants or firms delivering training and advisory services to PFIs in accordance with project objectives.
- Support PFIs in developing agriculture-adapted loan products and integrating them into institutional lending policies.

4. Financial Literacy Activities

- Coordinate the implementation of financial literacy activities, targeting rural populations with a focus on women and youth.
- Oversee development and delivery of training materials and sessions, including ToT programs, in coordination with service providers.
- Ensure integration of financial literacy into other project activities and collaboration with CBJ and other stakeholders for wider dissemination of materials.

5. Monitoring, Reporting, and Knowledge Management

- Participate in program events, including supervision missions, to maintain effective working relationship with stakeholders as well as other partners including government institutions
- Prepare technical reports, presentations, and briefing notes for internal and external stakeholders, including MOPIC and development partners.
- Document lessons learned, success stories, and case studies for integration into the project's monitoring and evaluation system.

6. Other duties

- Undertake any other responsibilities assigned by the Project Coordinator necessary for the effective implementation of Component 2

IV. Deliverables

The Rural Finance Specialist will produce high quality reports, and all reports are to be submitted in both English and Arabic. Deliverables include, but are not limited to:

- Rural finance database;
- Monthly partners' performance reports;
- Quarter, semi-annual and annual progress reports;
- Technical briefs, lessons learnt/success stories, case studies and presentations; and
- Any other reports, as requested by the Program Director.

V. Required Experience and qualification

- Graduate degree in finance/ business/ economics or another relevant subject, and preferably a postgraduate qualification;
- Have at least 7 years of experience in rural finance, microfinance, or access-to-finance interventions, preferably within agricultural value chains, SMEs, or donor-funded development programs;
- Proven experience managing credit lines or financial inclusion initiatives, preferably with donor-funded projects or financial institutions.
- Proven experience in collaborating and coordinating multiple stakeholders under tight timelines, demonstrated through managing financial aspects of rural finance interventions involving cooperatives, and community-based groups;
- Experience in developing strategic plans for rural finance initiatives and translate them into actionable financial inclusion activities;
- Demonstrated experience in preparing and submitting high-quality reports to donors and national entities, including MOPIC and other relevant stakeholders, in line with compliance and reporting requirements.

VI. Languages

- Arabic – fluent
- English – excellent written and spoken

VII. Key Competencies

- Proven organizational skills, demonstrated by leading or coordinating rural finance initiatives across multiple regions or institutions;
- Proven analytical and quantitative skills, demonstrated through analyzing rural finance data, assessing loan portfolios, or evaluating financial inclusion programs.
- Proficiency in MS Office, MIS, and digital data management systems for reporting, analysis, and performance monitoring.