

# VACANCY



The Development Bank of Jamaica (DBJ) seeks to identify suitable applicants for the position of:

## ENVIRONMENTAL & SOCIAL MANAGEMENT FRAMEWORK SPECIALIST

### PROJECT BACKGROUND:

The Development Bank of Jamaica (DBJ) administers several donor funds projects, two of which are the Access to Finance Project (A2F) and Boosting Innovation, Growth and Entrepreneurship Ecosystems (BIGEE) Project. The DBJ, is the Lead Coordinating Agency for several of the components of FCG project.

1. **The Access to Finance Project (A2F)** has a primary objective of improving access to finance for micro, small and medium enterprises (MSMEs) in Jamaica. The Project is executed by the Development Bank of Jamaica (DBJ) and includes the following components: (i) Enhancing the Credit Enhancement Fund for guarantees to MSME Loans; (ii) Supporting the establishment of an SME Fund for risk capital; (iii) Improving the enabling environment for access to finance and business development services for MSMEs ("Enabling Environment") and (iv) Project Management.
2. **The Boosting Innovation Growth & Entrepreneurship Ecosystem (BIGEE) Programme** is a Government of Jamaica (GOJ) five-year project valued at US\$25 million and financed by the Inter-American Development Bank (IDB) with the Development Bank of Jamaica (DBJ) as the Executing Agency. The objective of BIGEE is to promote sustainable and robust growth among startups and Micro, Small and Medium Enterprises (MSMEs) in Jamaica.

### Environmental & Social Management Framework Specialist

The DBJ is seeking an Environmental & Social Management Framework (ESMF) Specialist to provide environmental risk management, support, supervision, and oversight for the A2F project and the BIGEE programme. The ESMF Specialist will be responsible for the day-to-day management of activities to ensure that the projects' ESMF is adequately implemented and provide on-going support to key stakeholders and project beneficiaries when needed. Accordingly, Terms of Reference (TOR) have been prepared to assist in the engagement of an ESMF Specialist to support the DBJ as it implements these programmes and develop its capacity. See Terms of Reference at DBJ's Website: <https://dbankjm.com/category/tender-job-opportunity/>

### Principal Duties and responsibilities:

- Liaise with relevant business bankers of Approved Financial Institutions (AFI) and Micro Finance Institutions (MFI) on the requirements of the ESMF.
- Conduct E&S due diligence (screening, risk ranking including related site visits for medium & high E&S risk establishments) and prepare reports.
- Develop, execute, and participate in trainings/workshops on the ESMF with stakeholders (prepare presentations, plan and execute trainings,).
- Lead the E&S public awareness raising/marketing campaign (generate E&S marketing ideas, conduct monitoring and backstopping activities, monitor E&S financial portfolio under the A2F project)

## Principal Duties & Responsibilities cont'd.

- Provide support to the SME Fund by ensuring the Fund Manager adheres to environmental and social requirements by conducting screening, assessment, monitoring, and reporting.
- Perform environmental and social evaluation of sub projects to determine their environmental and social risks and potential impact.
- Conduct E&S due diligence for sub projects under the BIGEE programme with consideration for gender equality issues.
- Collaborate with the DBJ's Monitoring and Evaluation team in finalizing E&S and climate related indicators.
- Oversee the collaboration with all DBJ's Divisions on mainstreaming E&S and climate considerations across their activities.
- Lead the integration of E&S considerations across the Bank's products, programmes, and services.

## **Duration and Estimated Time Input**

This is a full-time position for which a contract will be awarded for a duration of **one (1) year**, and will be subject to periodic review, revision, and renewal.

## **Qualifications**

The required **minimum** qualification, experience, and attributes; -

- An undergraduate degree in environmental sciences/engineering, or related field.
- Project Management Certification.
- An advanced degree in a related field or Environmental Certification is a direct advantage
- Knowledge of the climate change landscape
- Sound understanding of the Environmental, Social and Governance international best practice
- Sound knowledge of MS products – word, excel, power point and projects in particular
- Proven track record in working on complex projects with pragmatic approaches to handling complex safeguard issues and working in multi-disciplinary teams.
- Strong communication (oral and written); and presentation skills with the ability to engage Stakeholders at all levels.
- Strong analytical, problem solving and decision-making skills
- A minimum of five (5) years relevant professional experience including some practical experience with supporting MSMEs in environmental matters.

Qualified applicants are invited to submit their applications by 27<sup>th</sup> June 2024 to:

**Manager, Human Resource**  
Email: [dbjcareers@dbankjm.com](mailto:dbjcareers@dbankjm.com)

***Please note that only shortlisted applicants will be contacted.***