

Vacancy – Key Expert

Job location: Addis Ababa, Ethiopia
Type of contract: Consultancy contract 12 months
Starting date: 1 September 2024

The **Sustainable Development through improved Local Governance programme** (2022-2026), aims to empower local governments and their representative bodies to shape a more sustainable future for their communities. The programme is focused on 4 thematic priorities: Security & Rule of Law, Migration, Local Revenue Mobilisation, and integrated Water Management and is currently being implemented in 11 countries (Burundi, Mali, Palestine, Somalia, South Sudan, Uganda, Iraq, Mozambique, Ukraine, Ethiopia and Lebanon). The programme is financed by the Dutch Ministry of Foreign Affairs.

Under the **Local Revenue Mobilisation component** SDLG will implement a 15-month **support trajectory for the Ministry of Finance in Ethiopia on the implementation of the new federal property tax proclamation** (“the project”). Although the approval process for the new proclamation has not been finalized, the detailing of the proclamation into agreed administrative processes at regional and local level can already start. The output of this detailing will provide input for capacity building activities and approaches to supporting IT-tooling and a strategy and an action plan for the translation of the new proclamation into detailed processes, supported by underlying (by-)laws, regulation and guidelines. Thus, the support trajectory will provide a solid foundation for implementation and reform of property taxes in urban areas in Ethiopia.

Objective of the project

To develop (by-)laws, regulations, guidelines and tools that support a realistic, not-to-complex, fit-for-purpose implementation approach for the execution of the new property proclamation by the Ministry of Finance / Tax Policy Department

Expected outcomes

- I. Enhanced consultations between stakeholders at Federal, Regional and Local government levels on administrative processes and approaches needed for implementation of the federal proclamation as well as commitment by these stakeholders for (simple) approaches on property registration, mass valuation, billing, collection and enforcement.
- II. Increased awareness and buy-in amongst stakeholders at Federal, Regional and Local government levels on the implementation of the proclamation.
- III. Models for by-laws, regulations and guidelines for the implementation of the new proclamation on property tax as well as tools and best practices are available and shared amongst stakeholders.

Role and Responsibilities

The Key Expert guides and coordinates the overall activities related to the implementation of the support facility to the Ministry of Finance and the Ministry of Urban Development and Infrastructure in collaboration with the Project Manager and other (International and National) experts within the programme.

Among others, the tasks will include:

- Being the main focal point from the project for the Ministry of Finance and the Ministry of Urban Development and Infrastructure;
- Ensure good and regular communication between International and National experts, the project team and the Ministries;
- Support with the development of the project outputs (studies, regulations, by-laws, manuals etc.) and provision of technical assistance;
- Prepare and facilitate meetings, workshops, technical committee meetings, steering committees, conferences etc.;
- Support logistical organisation of meetings, workshops, technical committee meetings, steering committee, conferences etc (together with logistical support officer).;
- Support preparation and participate in study visits;
- Contribute to all relevant programme documents and products, including narrative reports, financial reports, monitoring and evaluation;

Qualifications and skills required

- University degree (Masters or equivalent) in public administration, law, political science or similar and relevant discipline;
- Must have at least 10 years of experience in capacity strengthening, public administration reform, legal and policy environment in Ethiopia;
- Must have an understanding of Ethiopian (property tax) law and aware of the developments around the new proclamation on property tax;
- Must have experience in working with Ethiopian Ministries (e.g. Ministry of Finance, Ministry of Urban Development and Infrastructure, Ministry of Revenue) and with working in a politically sensitive context;
- Experience in project management is required;
- Excellent communication skills;
- Must be a strong in teamwork, be dynamic and proactive and has the ability to foster interpersonal relations;
- Excellent command of Amharic and English and excellent oral and written expression;
- Strong IT skills, specifically Microsoft office (Word, Excel, Powerpoint); experience with Tax IT systems is considered as an asset;
- Experience in working with international donors such as the World Bank and the EU;
- Experience in coordination and communication in a multicultural context.

Interested candidates can submit their CV (including 3 referees) and a cover letter before August 14 through [this link](#).