

Terms of Reference – International Consultant EFI Kenya

Assignment title: Senior Product Development and Production Advisor

Contract duration:

Tentative Start Date: 01/01/2024

Tentative End Date: 31/12/2024

Duty Station: Home-based

Travels: Regular travel to Kenya

Background

Established in 1964, the International Trade Centre (ITC) is the joint technical cooperation agency of the United Nations and the World Trade Organization (WTO) in charge of the sustainable promotion of trade and of exports from developing countries and economies in transition. The goal of the ITC is to make businesses in developing countries more competitive in global markets, accelerate economic development and contribute to the achievement of the United Nations Sustainable Development Goals (SDGs). Thus, the organization contributes to the creation of jobs at the level of segments of agricultural value chains and promising services, especially for young people and women. This post is located within the Women, Youth and Vulnerable Communities (WYVC) section in the Division of Sustainable and Inclusive Trade (DSIT).

The ITC Poor Communities and Trade Programme (PCTP) and its Ethical Fashion Initiative (EFI) aim to reduce global poverty by involving micro-entrepreneurs from the developing world in international and regional trade. In other words, the Programme enables marginalised communities of micro-entrepreneurs to be part of the international fashion value chain through a business infrastructure, tailored around a unique system of work that enables these communities- mostly women - to thrive in association with the talents of the fashion world. This system of work also involves consumers, through the application of a specific marketing strategy, geared to increase awareness on the story behind each product and allowing people to make informed choices in their purchasing behaviour. EFI aims to reduce global poverty by strengthening the capacities of developing country micro producers and social enterprises for export trade, connecting them to the international fashion industry.

EFI's substantial expansion to Kenya with the "Designing the Future, a Green and Inclusive Fashion Ecosystem project (funded by AICS), aims to consolidate existing business relationships linking Kenyan producers with international buyers and at the same time develop a new network of MSME's working with stakeholders from the fashion industry. As part of this three year project (2023-2026), EFI is recruiting a senior consultant to develop 2 work tracks which will contribute to the overarching goals of the project: developing capacities of a new social enterprise and providing capacity building on product development.

Duties and Responsibilities

- 1. Work Area: Definition of Capacity Development Paths for the New Social Enterprise to be created as part of the C242 - Kenya: Designing the Future, a Green and Inclusive Fashion Ecosystem.**

The Designing the Future, a Green and Inclusive Fashion Ecosystem project will create a new social enterprise capable of bringing together various micro-enterprises. It will serve as the coordination centre for all training, capacity development, and trade activities for the artisans involved in the project. The main challenge is to structure the work in a way that creates a social enterprise that operates according to the business and organizational principles of the international fashion industry, to attract impact investors into its capital by the end of the project. This will involve:

2. Defining the organizational model for the enterprise: integration between the governance and management of production processes.
3. Defining a method to interface with international and local customers in the lifestyle and tourism sector.
4. Defining training needs.
5. Supporting the development of a creative idea:
 - How to support the client's research for inspiration and present skills and materials available for production, in a structured way
 - How to narrow down ideas with the customer
 - How to attain the final idea.
6. Tech pack development:
 - Produce technical sketches
 - Produce detailed info on materials
 - Supply detailed measurements
 - Supply construction design details.
7. Pattern Making and reading:
 - Understand and use patterns
 - Understand the process to develop them
 - Computer-aided design (CAD) what it is and how it works.
8. Sample Making:
 - Sampling and prototyping
 - How to interact with the customer in the process.
9. Materials:
 - Be able to differentiate between organic vs conventional materials
 - Have a grasp on recycling
 - Know properties and usage of most common materials.
10. Manufacturing and production planning:
 - Production planning (including materials sourcing and usage)
 - Production scheduling and monitoring
 - Maintenance and care of equipment.
11. Quality control:
 - Establish quality standards
 - Conducting inspections and tests

- How to give good insightful feedback when it comes to identifying quality issues.

Deliverables

1. Preliminary project concept for training of Kenyan artisan-producers to work in the Italian leather sector submitted, by 31 March 2024;
2. Manual detailing the organizational model for the enterprise; the integration in between the governance and the management of production processes submitted, by 30 June 2024 and reviewed yearly;
3. Operational Procedure document including a section on customer interface submitted, by 30 June 2024;
4. Short report on training needs submitted, by 30 June 2024 and reviewed yearly;
5. Technical Assistance on support development of a creative idea completed with a 2-page narrative report + complete technical sheets and inputs on materials, by 31 December 2024;
6. Technical Assistance on Tech pack development completed with a 1-page report, by 31 December 2024;
7. Technical Assistance on Pattern Making and reading completed with a 1-page report, by 31 December 2024;
8. Technical Assistance on Sample Making completed with a 1-page report, by 31 December 2024;
9. Technical Assistance on Materials completed with a 1-page report, by 31 December 2024;
10. Technical Assistance on Manufacturing and production planning completed with a 1-page report, by 31 December 2024;
11. Technical Assistance on Quality control completed with a 1-page report, by 31 December 2024.

Education:

MA in fashion design, production management or equivalent.

Experience

Extensive experience in fashion, and specifically in bag and accessories production required. 20 years of work experience in lieu of a diploma.

Language

Working knowledge of English. Knowledge of French, Italian and/or Kiswahili is an advantage.