



JOB VACANCY

Position: Technical Specialist, IICA Delegation in St. Vincent and the Grenadines

Objective of Position

To coordinate the preparation and implementation of the National Technical Cooperation Programme in St Vincent and the Grenadines and support the implementation of IICA's ECS Programme of work towards the effective delivery of technical cooperation actions for the sustainable development of agriculture, food systems and the rural communities in St. Vincent and the Grenadines and the Eastern Caribbean Region.

Duties

Under the direction and management of the Representative in the ECS:

- Collaborate and consult with the Ministry of Agriculture, other key Government Ministries and other public and private sector stakeholders impacting on agriculture and rural development to foster and maintain strategic partnerships as well as to assess, evaluate and elaborate the National Technical Cooperation Agenda and to prepare annual action plans for its implementation;
- Coordinate the implementation and monitoring of the National Technical Cooperation Programme and budget for the IICA Delegation in St Vincent and the Grenadines using the Institute's SUGI system in support of the delivery of a strong technical cooperation programme which is aligned with the Institute's Medium-Term Plan, IICA ECS Programme of Work, Caribbean Regional Strategy and the national policies, plans and priorities of the Government of St. Vincent and the Grenadines;
- Engage relevant senior officials including Ministers of Government to provide periodic briefings on the activities of the Institute and to ensure effective participation of Ministers and other senior officials in the Institute's Governing Bodies and other important fora/meetings convened by the Institute;
- Contribute to the mobilization of financial resources to support the implementation of projects in St. Vincent and the Grenadines and the wider ECS and Caribbean region and engage actively in the formulation, negotiation and implementation of technical cooperation projects and activities at the hemispheric, regional and sub-regional levels;

- Support the preparation of technical papers and powerpoint presentations as may be required and contribute to the design, planning and delivery of special ECS technical events organized by the Institute and to the effective participation of the ECS team in technical activities convened by partner institutions;
- Organize, manage and prepare adequate and timely reports on the implementation of the National Technical Cooperation Programme in St. Vincent and the Grenadines and for all other activities in which the Technical Specialist is providing support;
- Prepare Annual Reports of IICA's Contribution to the promotion of competitive and sustainable agriculture in St. Vincent and the Grenadines and coordinate the hosting of the IICA Annual Accountability Seminar in the country where the Annual Report is presented;
- Coordinate with and directly supervise the Administrative Technician to ensure that the Institute's administrative and financial management procedures are adhered to, all deadlines are met and effective internal and external communication systems are in place including those that enhance the visibility of the Institute's technical cooperation actions;
- Any other duties assigned by the ECS Representative.

Qualifications

- University degree in agriculture or related area. (Postgraduate degree or other form of graduate studies in the same areas would be an asset.)
- More than 7 years post qualification experience.
- Formal training or proven working experience in matters related to agriculture, trade facilitation, project development or agribusiness development.
- Suitable work experience in planning and implementing projects in the agricultural sector or related areas.
- Ability to work with the full range of stakeholders in the agricultural sector and related sectors.
- Good writing; presentation; and interpersonal skills.

Remuneration: Salary commensurate with qualifications and experience

Application with Curriculum Vitae, proof of qualifications and the names and contact information of two (2) references, and a copy of a valid Driver's Licence should be sent to: **The Representative, IICA Delegation in St. Vincent and the Grenadines, New Montrose, Kingstown, St. Vincent and the Grenadines** via email: iica.vc@iica.int

Closing date for receipt of applications: May 27, 2026

NOTE: Only short-listed applicants will be acknowledged