



Example of Expert Consultant Job Description

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Our innovative and growing company is hiring for an expert consultant. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for expert consultant

- Reviewing other relevant experiences of interim/emergency reparations programs around the world identifying good practices and pitfalls to be avoided
- Identifying common basic principles for mechanisms implementing successful reparations programs
- Setting out the steps that need to be taken for a successful process to be implemented - including tackling issues of fairness, impartiality, transparency and accountability
- Defining the various roles of, the government, the stakeholders, the Joint Committee, the UN, the international community (including donors)
- Outlining the overall process to be followed based on good practices and lessons learned
- Conduct a desktop review/comparison of relevant interim/emergency successful reparations programs around the world
- Develop a checklist/guidelines, based on good practices learned, for the design of the Misrata/Tawergha Interim reparations program (including tackling such challenges as transparency, legitimacy, timeliness, selection of committee, oversight and accountability)
- Develop operational guidelines to be followed in implementing the interim reparations program (including ensuring compliance with such principles as fairness, equality, impartiality and nonpartisanship, etc in the selection of beneficiaries, the amounts to be paid out and in dealing with appeals and disputes)
- Organize a meeting in Tunisia with experts who have sat on such mechanisms

- Produce a report of not more than 20 pages containing analysis from the global review, identifying good practices and outlining the specific steps to be taken for an effective program to be implemented

Qualifications for expert consultant

- Demonstrated expert-level subject matter expertise in areas including, but not limited to, child maltreatment, child welfare practices, topics related to safety, permanency, and child and family well-being, organizational change, change management, and/or application of research-informed frameworks and strategies for capacity building, intervention development, and implementation in public organizations and systems
- Satisfied OMB Federal Acquisition Certification in Program/Project Management (FAC-P/PM) initial and re-certification requirements
- AIAMD related assignments and job responsibilities within the past five years
- Expertise on AIAMD and its implications for PATRIOT/THAAD system personnel and training
- Active duty with the US Army within the past 10 years
- Ability to obtain and maintain a government security