



FEDERAL REPUBLIC OF SOMALIA
Ministry of Commerce and Industry

Terms of Reference

Job Title: MSME and BDS Focal Point

Project Name: Somalia Productive, Resilient, and
Inclusive Growth (SPRING)

(P501662)

Job Title	MSME and Business Development Services Focal Point
Assignment Location	Ministry of Commerce and Industry, Mogadishu
Duration of Contract	Twelve (12) months, renewable based on performance and funding
Cooperations	Project Manager, and respective departments
Reporting to	Director General of the Ministry

1. Background

The Ministry of Commerce and Industry (MoCI) of the Federal Government of Somalia is mandated to promote MSME development, entrepreneurship, and cooperative governance as core drivers of inclusive economic growth and employment creation. This mandate is articulated in the MoCI Strategic Plan 2026-2030, the National Cooperative Policy 2025, the draft Cooperative Societies Act 2026, and the National MSME Policy, and is informed by the gap in MSME development documented in the commissioned BDS Landscape report (May 2024) which mapped 17 active BDS providers operating without national coordination. MoCI’s MSME mandate encompasses policy development, business development services (BDS) coordination, MSME registration and formalization systems, financial inclusion advocacy, skills and entrepreneurship programming, and cooperative sector development.

In alignment with the National Transformation Plan (2025–2029) and Vision 2060, MoCI, in collaboration with the World Bank Group, is implementing the SPRING Project to strengthen the institutional systems, coordination mechanisms, and regulatory frameworks that underpin Somalia’s MSME development agenda. To coordinate this agenda effectively across multiple implementation partners and delivery channels, MoCI is seeking a dedicated MSME and Business Development Services Focal Point.

2. Purpose of the Assignment

The purpose of hiring an MSME and BDS Focal Point is to strengthen MoCI’s capacity to coordinate, monitor, and institutionalize its MSME development programme for the enhancement of registration and licensing of MSME, particularly those that are women owned and/or led. The Focal Point will serve as the ministry’s central coordination and system architecture function for MSME and BDS activities — ensuring strengthening MSME systems related to formalization and business registration with focused on a segmented approach that is gender responsive and reflective of the nuances cutting across MSMEs. Additionally, the focal point will support MoCI to foster coherence with other counterparts working on MSMEs within SPRING as well as across delivery partners of MSME support instruments, including business development services. The Focal Point will not directly deliver BDS but will architect and coordinate the systems through which MoCI’s MSME mandate is operationalized.

3. Scope of Work

Under the SPRING Project framework and aligned with Somalia’s MSME development priorities, the Focal Point will:

- Working with concerned FGS and FMS teams and informed by previous studies, lead a diagnostic of MSME business registration and formalization processes, including identification of bottlenecks affecting micro and women-owned enterprises, and propose improvements for MoCI consideration.

- Develop operational guidelines for the MSME data management system that captures the size, sectoral distribution, gender (ownership & led) and formalization status of Somalia's MSME sector, linked to the SBRLS registration infrastructure.
- Coordinate MoCI's MSME and BDS programme across key stakeholders, implementing partners, development partner programmes, and internal departments — including structured delineation of activities with complementary programmes such as SPRING Component 3, Gargaara, and SDRB-financed initiatives.
- Develop and implement the operational framework and coordination protocol governing MoCI's engagement with BDS providers, incubators, and accelerators supported under the SPRING Project. (The framework will define roles, quality expectations, referral mechanisms, reporting requirements, and boundaries, and will not involve contracting, managing, or supervising service providers)
- Support finalization and operationalization of the National MSME Policy and Cooperative Policy, including coordination of inter-ministerial consultation processes with specific attention to MSME segmentation and gender inclusion.
- Provide technical assistance in drafting MSME-related policy instruments, concept notes, programme frameworks, and institutional establishment documents.
- Coordinate MoCI's cooperative development programme, including the operationalization of cooperative registration and licensing through SBRLS infrastructure, and governance support to priority cooperatives. Develop monitoring, evaluation, and reporting systems for MoCI's MSME programme, enabling quarterly tracking of gender-disaggregated beneficiary reach, service uptake, and formalization outcomes.
- Facilitate structured coordination meetings between MoCI, the private sector, development partners, and financial institutions on MSME enabling environment issues, ensuring inclusion of women-owned and micro enterprises..
- Prepare all necessary documentation related to the assignment, including coordination protocols, programme frameworks, monitoring reports, and strategic advisory notes consistent with MoCI's MSME development mandate.

4. Expected Outputs and Deliverables

- MSME Business Registration and Formalization Diagnostic Report, prepared in collaboration with relevant Federal Government and Federal Member State institutions and informed by existing studies.
- MSME Data Management System operational framework, linked to SBRLS infrastructure, developed within the first 60 days of assignment.
- BDS MSME Programme Coordination Protocol, clearly delineating MoCI-coordinated activities from Component 3, Gargaara, and other complementary programmes.
- National MSME Policy and Cooperative Policy finalization support report, documenting consultation outcomes and recommended revisions.
- Cooperative registration and governance support reports, documenting technical assistance delivered to priority cooperatives in designated growth sector Semi -annual MSME programme monitoring reports, tracking beneficiary reach, formalization rates, BDS uptake, and financial inclusion outcomes across active activities.
- Documentation and reports from MSME public-private dialogue and coordination meetings.

- Yearly progress reports on MoCI's MSME development programme, submitted to the Director General.

5. Duration and Location

The initial duration of this assignment will be [12] months, with possible extension based on satisfactory performance, funding availability, and project needs. The position will be based at the Federal Ministry of Commerce and Industry in Mogadishu, Somalia, with occasional travel to Federal Member States as required.

6. Qualifications and Experience

- Master's degree in Development Economics, Business Administration, Entrepreneurship, Finance, or a related field.
- Minimum of 6 years of demonstrated experience in MSME development, BDS programme coordination and gender inclusion, or cooperative sector development within government or international development contexts.
- Demonstrated experience designing or managing multi-partner programme coordination frameworks in complex institutional environments.
- Knowledge of Sharia-compliant financial products and cooperative governance frameworks is an advantage. Demonstrated ability to develop monitoring and evaluation systems for enterprise development programmes.
- Experience with World Bank or international development projects is strongly preferred.
- Proficiency in English and excellent written and verbal communication skills are required. Fluency in Somali is an advantage.

7. Reporting and Institutional Arrangements

The Focal Point will report to the Director General and work closely with the Project Manager, relevant departments at MoCI, and external stakeholders as needed. The Focal Point will coordinate across MOCI to ensure MSME development activities are coherent particularly with the business registration and licensing work. The focal point will also ensure alignment with the broader business environment reform agenda, and will maintain structured coordination with BDS implementing partners and financial sector counterparts. The Focal Point will submit reports to MoCI, in collaboration with the Project Manager and the respective department directors, in preparing quarterly/yearly reports