Expertise France in Libya

Terms of Reference

Technical Coordinator

INVEST4LIBYA

September 2026

EXECUTIVE SUMMARY

Project Title	INVEST4Libya
Implementing Agency	Expertise France (EF)
Donor	European Union Delegation to Libya
Implementation Period	Implementation phase of INVEST4Libya (October 2026 until June 2029)
Estimated Total Working Days	Approx. 360 expert days
Position	Technical Coordinator (transversal, across Components 1, 2 and 3)
Reporting Line	Invest4Libya Project Leader
Mission Base	Home-based, with regular missions to Libya and Tunis (security permitting)
Main Purpose	The Technical Coordinator provides transversal technical coordination across the three components. He/she reviews and quality-assures the deliverables of the key technical experts, coordinates the technical work of the experts, provides budget forecasting and inputs to annual reporting, and provides closer technical steering to Component 1.
Specific Objective (SO)	Cross-cutting — contributes to all three Specific Objectives (SO1, SO2, SO3) through technical coordination and quality assurance.
Expected Key Deliverables	Consolidated technical quality assurance of component deliverables; budget forecasting inputs and consolidated inputs to annual and periodic project reporting; coordinated technical workplans across components, with a more hands-on role in Component 1; and administrative deliverables (monthly timesheet and quarterly progress report).
Quality Assurance	The Technical Coordinator ensures technical quality assurance of key experts deliverables prior to validation by the Project Leader. The MEAL Manager ensures monitoring, evaluation and quality processes.

PURPOSE AND STRATEGIC CONTEXT

General Background

Expertise France is the French public agency for international development cooperation. It is a subsidiary of the Agence Française de Développement (AFD) Group and the second-largest agency of its kind in Europe. Its mission is to strengthen public policies in partner countries in a sustainable way. Working alongside public actors, civil society, and the private sector, Expertise France designs and implements projects that stimulate innovation and reinforce their actions to benefit everyone. Through its expertise in governance, security, climate, health, education, entrepreneurship, and cultural and creative industries, Expertise France contributes to achieving the Sustainable Development Goals (SDGs) in over 140 countries, with public funding from French and European sources.

Since 2016, Expertise France has supported Libya's economic recovery by empowering the private sector, digitalising economic services, facilitating access to finance, supporting economic policy reforms, and fostering employability through the reinforcement of skills.

The INVEST4LIBYA project, launched by the European Union, aims at supporting Libya's economic institutions to strengthen the diversification of the Libyan economy and public finance management. The Overall

Objective/Impact of this action is the following: strengthen the Public Finance System and enhance investments for the green and digital transition.

The Specific Objectives (Outcomes) of this action are as follows:

- SO 1. The capacity to design and implement targeted public financial management reforms is strengthened;
- SO 2. The governance of the financial sector, the legal and regulatory framework for enhancing investments, with a specific focus on the green and digital sectors, is reinforced;
- SO 3. Entrepreneurship, financial inclusion and green and digital innovation are enhanced.

Purpose of the Assignment

The purpose of the assignment is to provide transversal technical coordination and quality assurance across the three components of INVEST4Libya during the implementation phase. The Technical Coordinator ensures that the technical deliverables produced by the key experts are coherent, of high quality, and consistent across components, and supports the Project Leader by taking on the technical coordination layer between the key experts and the project leadership.

The Technical Coordinator reviews and quality-assures the deliverables of the key technical experts before they are submitted for validation, organizes and coordinates the technical work of the component experts, provides budget forecasting and inputs to the project's annual and periodic reporting, and takes a more hands-on coordination role in Component 1.

Strategic Context

The inception phase of INVEST4Libya (January – September 2026) delivered, for each component, a validated legal and operational diagnostic and a sequenced reform roadmap, developed with Libyan counterparts and confirmed through onsite validation workshops. The implementation phase operationalizes these roadmaps: it translates the diagnostic findings into technical assistance, regulatory production, and capacity building delivered directly to the Libyan institutions concerned.

Libya's reform trajectory remains defined by structural dependence on hydrocarbons, recurrent fiscal shocks, and the fragmentation of public-sector authority. In the current institutional context, the enactment of new primary legislation is not achievable; reform support must therefore concentrate on instruments within the existing legal framework — regulations, ministerial instructions, circulars, manuals, and operational procedures — sequenced to deliver early, confidence-building results without destabilising macroeconomic balances.

OBJECTIVES AND SCOPE OF WORK

During the implementation phase, the Technical Coordinator will work transversally across the three components. The assignment will focus on the following areas:

Technical Coordination and Quality Assurance

- Review and quality-assure the deliverables produced by the key technical experts across the three components, ensuring technical soundness, internal consistency, and coherence with the validated reform roadmaps before they are submitted to the Project Leader for validation.
- Ensure cross-component coherence of methods, templates, and technical standards, so that the outputs of the three components form a consistent body of work.
- Provide technical advice and guidance to the key experts and support the resolution of technical issues that arise during production.

Coordination of the experts' work

- Organize and coordinate the technical work of the component experts, aligning their production with the project workplans and the reform roadmaps in coordination with the Chief of Components.
- In Component 1, take a more hands-on role in organizing the work of all the experts, sequencing their contributions, and ensuring the component's technical production advances coherently.
- Manage the technical interface between the key experts and the project leadership.

Contribution to budget forecasting and planning

- Provide budget forecasting inputs, anticipating the mobilisation of expert days and technical resources across components in line with the workplans.
- Work alongside Chiefs of Component and operational leads to help align budget forecasts with realistic activity planning and technical production needs, without holding responsibility for budget decisions.

Cross-component support

- Support the coherence of capacity-building approaches across components especially C1 and C2 and contribute technical inputs where cross-cutting expertise is required.

Stakeholder engagement

- Participate, as relevant, in technical working groups and coordination meetings across components, supporting the key experts in their engagement with Libyan counterpart institutions.

Reporting

- Prepare and consolidate technical inputs to the project's annual and periodic reporting, drawing together the contributions of the three components into coherent narrative reporting for the Project Leader.
- Support the Project Leader in maintaining an overview of technical progress, risks, and resource use across the project.

Coordination with MEAL and Quality Processes

- Coordinate with the DMEAL Manager to ensure that deliverables and reporting inputs are aligned with the programme results framework, indicators and evidence requirements.
- Support the integration of lessons learned, risks and implementation constraints into technical reporting and planning.

METHODOLOGY

The assignment will be conducted as a continuous, transversal technical engagement over the implementation phase, combining home-based work with regular missions to Libya and Tunis.

The Technical Coordinator reports to the INVEST4LIBYA Project Leader and maintains structured liaison with the project's transversal functions — the Chiefs of Component, the key experts, and the MEAL Manager — throughout the assignment, in line with the areas of work detailed in the Objectives and Scope of Work section above.

EXPECTED DELIVERABLES AND TIMELINE

Technical deliverables

- Quality-assurance review of key expert deliverables across the three components, prior to validation by the Project Leader.
- Coordinated technical workplans and sequencing of the experts' production, with particular attention to Component 1.
- Budget forecasts and consolidated inputs to the project's annual and periodic reporting.
- An end-of-assignment report summarizing the technical coordination provided, results achieved, and recommendations for continuity.

Administrative deliverables

- A detailed monthly timesheet — submission is a precondition for invoice payment.
- A quarterly progress report on the assignment, using EF's template, submitted to the Project Leader for validation.

GOVERNANCE STRUCTURE

Governance Approach

The governance and validation arrangements of the implementation phase are designed to combine technical quality, clear accountability and stakeholder ownership. The validation process will ensure that project deliverables are coherent, evidence-based, adapted to the Libyan context, and aligned with the objectives of INVEST4Libya and the expectations of the relevant partners.

The governance system rests on three complementary layers:

- Expertise France (EF) – ensuring methodological rigour, operational discipline, and donor compliance;

- Libyan Technical Piloting Committee – ensuring political legitimacy, contextual realism, and national ownership;
- European Union Delegation – ensuring policy alignment, coherence with the EU Special Measure 2024, and donor visibility.

Validation of Deliverables

Component deliverables follow a structured validation chain: technical review and quality assurance by the Technical Coordinator, as detailed in the Objectives and Scope of Work section; review by the DMEAL Manager against monitoring and quality processes; and final validation by the Project Leader prior to submission to the Libyan Technical Piloting Committee and the EU Delegation.

PROFILE AND EXPERTISE REQUIRED

Expertise France seeks to engage a senior expert with demonstrated experience in the technical coordination and quality assurance of complex, multi-component technical assistance programmes, combining strong technical judgement with the ability to organise and align the work of expert teams.

Minimum requirements include:

- Master's degree or equivalent in Economics, Finance, Public Policy, Business Administration or related field.
- Minimum 8 years of relevant professional experience in economic/financial-sector development, public-sector reform or international technical assistance.
- Minimum 5 years of experience in donor-funded technical assistance programmes.
- Demonstrated experience coordinating multidisciplinary experts and/or technical workstreams.
- Minimum 5 years of demonstrated professional experience working on Libya, including direct engagement with Libyan public institutions and/or economic and financial-sector stakeholders.
- Full professional proficiency in English.

DURATION AND WORKLOAD

Duration

The assignment covers the full implementation phase of INVEST4Libya — from October 2026 until June 2029 . The engagement is continuous and transversal over this period, combining home-based work with regular missions to Libya and Tunis.

Workload

The assignment is expected to mobilise up to 360 expert days over the implementation phase, allocated across three types of engagement:

- Missions to Libya (and Tunis as needed), security permitting, for technical coordination, review, and counterpart engagement;
- Home-based technical coordination, covering the areas of work detailed in the Objectives and Scope of Work section;

- Reporting and coordination, including mission reports and liaison with the Project Leader and the key experts.

ETHICAL STANDARDS, CONFIDENTIALITY, AND DATA PROTECTION

All activities undertaken within the framework of this assignment must strictly adhere to the ethical standards and professional conduct principles established by Expertise France (EF) and the European Union. The expert shall uphold the highest standards of integrity, impartiality, and accountability, ensuring that no action or decision compromises the credibility, neutrality, or independence of the project.

The expert must maintain strict confidentiality regarding any information, data, or documentation obtained during the course of the assignment. This obligation applies to all forms of communication — written, verbal, and digital — and remains in force even after the completion of the assignment. Sensitive or classified data related to public finance, financial institutions, or national strategies must be handled with particular caution and shared exclusively through channels authorised by Expertise France.

In accordance with the European Union General Data Protection Regulation (EU-GDPR 2016/679), all data collection, processing, storage, and transmission carried out by the expert shall comply with EU data-protection principles, including lawfulness, purpose limitation, data minimisation, accuracy, integrity, and confidentiality. No personal or institutional data may be reproduced, stored, or transferred to third parties without the prior written authorisation of Expertise France.

The expert must also comply with EF's internal Code of Ethics, which mandates the prevention of conflicts of interest, non-discrimination, respect for human rights, and the responsible use of information. Any breach of ethical or data-protection obligations will result in immediate contractual sanctions and disqualification. This assignment shall operate under a zero-tolerance policy toward misconduct, ensuring that all actions reflect the integrity and trust that underpin EU-funded cooperation.

COORDINATION MEETINGS AND COMMUNICATION PROTOCOLS

The expert will maintain a structured and transparent communication framework with Expertise France (EF) throughout the assignment. All exchanges, deliverables, and coordination notes must be transmitted in English, the sole working language of this assignment.

Coordination Meetings

- Mid-month technical coordination meeting — Technical Coordinator and the key technical experts — to review production progress, technical direction, and issues across components.
- End-of-month project review meeting — Technical Coordinator, Chief of Components, and the Invest4Libya Project Leader — to review progress, the deliverable pipeline, and points requiring decision.

Format and Branding

All reports must follow EF's standard format (Word/PDF, A4, EF and EU logos) and include: a cover page with title, assignment name, and date; an executive summary (max. 2 pages) where relevant; a main body structured by analytical or thematic pillar; and annexes (data sources, references, validation records). All outputs must include the following disclaimer:

"This document was produced with the financial support of the European Union. Its contents are the sole responsibility of Expertise France and do not necessarily reflect the views of the European Union."

Confidentiality and Communication Ethics

All public or external communications (including presentations, interviews, or citations) must receive prior written authorisation from Expertise France. No information collected during the assignment may be disclosed without EF's explicit consent.

ADMINISTRATIVE AND LOGISTICAL ARRANGEMENTS

The assignment will be managed operationally by Expertise France – Libya Office, with coordination from the Chief of Component and support from the Tunis-based EF support unit and the component project officer.

Mission Base and Mobility

The expert will be home-based, with regular missions to Libya and Tunis depending on security conditions and access permissions. The Technical Coordinator is not responsible for the logistical organisation of missions, which is handled by the EF Libya office and the project officers.

Travel and Security

All international and domestic travel must comply with EF's security and travel protocols for service providers. The expert will receive a security briefing and clearance prior to deployment in Libya. Travel arrangements, accommodation, and on-ground logistics will be coordinated by EF Libya's Administration and Operations Unit.

Administrative Coordination

EF Libya will facilitate visa requests and administrative clearances in coordination with national authorities, as well as office access and local transportation during in-country missions.

Working Modalities

The expert is expected to work both remotely (home-based) and onsite through regular missions, maintaining continuous coordination with the Project Leader, the Chief of Components and the key experts. Mission logistics are handled by the EF Libya office; the Technical Coordinator focuses on technical coordination, review, and reporting. All mission costs will be managed in accordance with EF's financial regulations and EU contractual procedures.