



NIRA
NATIONAL IDENTIFICATION &
REGISTRATION AUTHORITY
HAY'ADDA AQOONSIGA IYO DIIWAANGELINTA QARANKA

Job Description	
Organization:	National Identification and Registration Authority
Position Title:	Policy and Strategy Advisor
Reports to:	Director General
Duty Station:	National Identification and Registration Authority (NIRA), Mogadishu
Name of the Project	Somalia Capacity Advancement, Livelihood and Entrepreneurship, through Digital Uplift Project (SCALED-UP)
Project ID	P168115
Duration	12 months renewable upon performance

TERMS OF REFERENCE FOR POLICY AND STRATEGY ADVISOR

Background:

The National Identification and Registration Authority (NIRA) is a Government Agency in Somalia, first established in 2020, with the aim of creating and maintaining the national identification system. NIRA is, inter alia, responsible for registering citizens and residents and for providing them with secure and verifiable credentials, including a unique identification number and a national identity card. It also serves as a trusted provider of identity verification and authentication services, promoting the use of the foundational identification system. With the establishment of NIRA Somalia, the government is committed to providing a reliable and efficient identification system that will enable individuals to access services and participate in the development of the country.

The Federal Government of Somalia is implementing the World Bank-financed Somalia Capacity Advancement, Livelihood and Entrepreneurship, through Digital Uplift Project (SCALED-UP) and intends to use part of the proceeds to hire a **Policy and Strategy Advisor** (Individual Consultant) for the National Identification and Registration Authority.

Objective:

The Policy and Strategy Advisor will play a pivotal role in providing strategic guidance and expert advice to the National Identification and Registration Authority (NIRA), Somalia. The

advisor will be responsible for developing and implementing policies, strategies, and frameworks that align with NIRA's objectives and missions. The advisor will contribute to shaping the organization's direction, ensuring compliance with relevant regulations and international best practices, and supporting the achievement of NIRA's goals. NIRA is actively recruiting a Policy and Strategy Advisor based in Mogadishu, Somalia.

Scope of Work:

Under the overall guidance from NIRA's Director General, the responsibilities of the Policy and Strategy Advisor position will include but not limited to the following:

1. Responsibilities:

The Policy and Strategy Advisor will undertake the following key responsibilities:

- Develop and review policies, strategies, and frameworks related to National Identification and Registration systems by aligning with NIRA's objectives and missions.
- Conduct research and analysis on national and international policies, regulations, and best practices in information and registration management to inform the development of NIRA's policies and strategies.
- Provide expert advice and recommendations to NIRA's leadership on policy and strategy matters, taking into account legal, technical, social, and ethical considerations.
- Collaborate with relevant stakeholders, including government agencies, international organizations, and civil society, to ensure that NIRA's policies and strategies are well-informed, inclusive, and responsive to the needs of the Somali population.
- Monitor and assess the implementation of policies and strategies, identifying areas for improvement and proposing necessary adjustments or refinements.
- Provide capacity building and training sessions to NIRA staff and stakeholders on policy and strategy-related topics.
- Prepare reports, briefings, and presentations on policy and strategy matters for internal and external audiences, including senior management, board members, and external partners.
- Stay updated on emerging trends, developments, and innovations in information and registration management to inform NIRA's strategic direction and policy formulation.

2. Qualifications and Experience

The candidates should have the following desired qualifications:

- A master's degree in public administration, public policy, law, or a related field.
- At least 7 years of relevant experience in policy development, strategic planning, and program management, preferably in the public sector or international development organizations.
- Familiarity with good practices and trends related to National Identification and Registration Systems.

- Experience working with government agencies, civil society organizations and development partners.
- Excellent analytical, problem-solving, communication, and interpersonal skills.
- Strong organizational and project management skills.
- Fluency in English and Somali languages (both written and spoken).

Deliverables:

- Well-developed and reviewed policies, strategies, and frameworks aligned with NIRA's objectives and missions.
- Research reports and analysis on national and international policies, regulations, and best practices in information and registration management.
- Expert advice and recommendations on policy and strategy matters provided to NIRA's leadership.
- Collaborative engagements with stakeholders, ensuring inclusive and responsive policies and strategies.
- Monitoring and assessment reports on policy and strategy implementation, with proposed adjustments or refinements.
- Development and implementation of a monitoring and evaluation framework for policies and strategies.
- Capacity building and training sessions conducted on policy and strategy-related topics for NIRA staff and stakeholders.
- Reports, briefings, and presentations on policy and strategy matters prepared for internal and external audiences.
- Awareness of emerging trends and developments in information and registration management, informing NIRA's strategic direction and policy formulation.