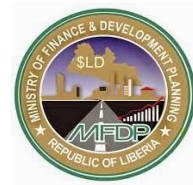




MINISTRY OF FINANCE AND DEVELOPMENT PLANNING



VACANCY ANNOUNCEMENT

CODE: DOBDP/TFP/08/06/25/MFDP

INTERNAL/EXTERNAL RECRUITMENT

POSITION TITLE	Technical Focal Point – Development Planning
REPORT TO	Assistant Finance Minister for Development Planning
ASSIGN UNIT/DEPARTMENT	Department of Budget & Development Planning
DEPARTMENT/FUNCTIONAL RELATIONS	FM/DOA/DFA/ DEM /DBDP/CAG
EXTERNAL RELATIONSHIPS	Public, Ministries, Agencies, and Commissions, Development Partners, Judiciary, Legislature, etc.
APPLICATION START DATE	August 6, 2025
APPLICATION CLOSING DATE	August 18, 2025
OFFICIAL START DATE	September 1, 2025

The Budget & Development Planning Department at the Ministry of Finance and Development Planning (MFDP) is integral to the formulation and alignment of the national budget with Liberia's long-term development goals and strategies. This department plays a vital role in planning, tracking, and reporting on both national and donor-funded projects.

The Technical Focal Point (TFP) will work with Division of Development Planning to ensure the integration of national development priorities and cross-sectoral strategies into the public budgeting process while promoting fiscal transparency, results-based financing, and alignment with Liberia's ARREST and broader planning frameworks. The TFP will also support the alignment of Liberia's development strategies with fiscal realities, sector priorities, and Sustainable Development Goals (SDGs), fostering coherent, evidence-based planning across government.

KEY RESPONSIBILITIES:

- Support the development of tools for results-based monitoring, integrating SDG indicators and fiscal data.
- Support the development of M&E Frameworks for the County Development Agendas (CDAs).
- Support the preparation of training modules for to develop the capacity of the County Planning Units.
- Provide technical input into policy briefs, planning guidelines, and strategic documents.

- Support the facilitation of sectoral planning dialogues and ensure alignment with national and international commitments.
- Support the formulation of sector strategic plans.
- Support the preparation of progress reports, development briefs, and donor coordination documents.
- Engage with international partners to mobilize technical and financial support for development goals.
- Support the coordination of the Medium-Term Expenditure Framework (MTEF) process, ensuring linkage between planning and budgeting.

- Evaluate fiscal space analyses to inform public investment decisions and expenditure ceilings for line ministries.
- Collaborate with development partners and ministries on Public Investment Program (PIP) vetting and financing alignment.
- Support the development and periodic update of sector budget guidelines and program budgeting formats.
- Build capacity among planning officers across government in integrated budget and development planning.
- Contribute to reviews of Public Expenditure and Financial Accountability (PEFA) indicators related to budgeting.

EXPECTED DELIVERABLES:

- Quarterly and annual progress reports on ARREST Agenda for Inclusive Development and SDG indicators.
- Sectoral alignment dashboards and development performance scorecards.
- Sector strategic plans aligned with the AAID.
- Planning briefs and technical reports for Cabinet and donor engagements.
- Documentation of donor coordination meetings and follow-up actions.
- Budget preparation supported.
- Consolidated MTEF submissions for Cabinet approval.
- Sectoral budget guidance notes and alignment matrices.

REQUIRED QUALIFICATIONS:

- Master Degree in Development Studies, Economics, Planning, or related field.
- Minimum 5 years' experience in development planning, monitoring, or donor coordination.
- Strong data analysis, visualization, and policy writing skills.
- Knowledge of Liberia's development priorities and global development frameworks.

- Proven experience working with government institutions, development partners and other stakeholders.

APPLICATION REQUIREMENT:

- Cover Letter expressing intent
- Resume/CV
- Address your application to: the **Human Resource Unit, 3rd Floor, Ministry of Finance and Development Planning, Broad & Mechlin Streets, Monrovia, Liberia**, or via hrrservices@mfdp.gov.lr or deliver hardcopy to the same address.

NOTE: Due to the high volume of applications we normally received, ONLY shortlisted candidates will be contacted due to the high volume of applicants.