

Terms of Reference

National Strategy for the Development of Statistics NSDS Coordinator for Saint Lucia

Organization of the Eastern Caribbean States (OECS) Data for Decision Making Project

Title:	National Strategy for the Development of Statistics (NSDS) Coordinator for Saint Lucia
Location:	Saint Lucia Central Statistical Office (CSO), Saint Lucia Project Implementation Unit for the (OECS) Data for Decision Making Project, The Ministry of Finance, Economic Development and Youth Economy
Duration:	Ten months
Tentative Start Date:	10 th February 2025

1. BACKGROUND

Saint Lucia, like other Small Island Developing States (SIDs), faces increasing demand for high-quality statistical data to support evidence-based decision-making at national, regional, and international levels. The adoption of a Regional Strategy for the Development of Statistics (RSDS) by the OECS Commission in 2015 provided the foundation for Saint Lucia's ongoing efforts to develop its National Strategy for the Development of Statistics (NSDS). Supported by international technical assistance and guided by assessments of the National Statistical System (NSS), this initiative aims to enhance statistical governance and capacity to align with the nation's development priorities and emerging global standards.

With technical assistance from the Partnership in Statistics for Development in the 21st Century (PARIS21), an assessment of Saint Lucia's National Statistical System (NSS) was conducted in 2021/2022. Following this assessment, Saint Lucia, initiated the development of its NSDS through a collaborative process involving key stakeholders, such as statistical units in Ministries, Departments and Agencies (MDAs), academia and civil society organizations. PARIS21 provided further technical assistance to guide the design, development, and implementation of the NSDS. From the collaboration with PARIS21, the Saint Lucia Central Statistics Office (CSO), with technical assistance, prepared a Road Map with timelines to guide the NSDS processes. The CSO is currently supporting some ministries and agencies in the development of their action plans as an input to the Strategy.

The CSO of Saint Lucia has established an interim working group comprising CSO staff members to support the preparatory activities for the implementation of the NSDS. This group will be re-structured to include members of relevant line ministries and will spearhead the NSDS activities in the various MDAs. The development of the NSDS is also supported by the OECS Data for Decision Making (DDM) project, which aims to improve the capacity of participating Eastern Caribbean countries to produce and disseminate statistical data. Funded by the World Bank, the project is implemented by Grenada, Saint Lucia and St. Vincent and the Grenadines, and the OECS Commission.

The following actions are expected *inter alia* to ensure the completion and the launch of the NSDS in Saint Lucia.

- Update of the NSDS roadmap
- Stakeholder consultations and engagement to validate the NSS assessment findings and collect input for the NSDS strategic document

- Engagement for high-level consultations with political directorates and senior officials
- Definition of the NSDS strategic framework
- Facilitate the updating of the draft Implementation Plan
- Completion of the NSDS Actions Plans by the MDAs
- Completion of the draft NSDS Strategy
- Design a system to monitor and evaluate the NSDS implementation
- Launch of the Saint Lucia NSDS

The Project seeks to recruit an individual consultant to act as NSDS Coordinator and support the CSO in developing the NSDS outlined in the scope of services below.

2. SCOPE OF SERVICES

The Consultant is expected to be guided by the PARIS21 NSDS life cycle:

<https://nsdsguidelines.paris21.org/nsds-lifecycle/design-stage>

The scope of services includes:

1. Organize and facilitate at least three (3) multi-stakeholder workshops within the first quarter of the assignment to validate the NSS assessment findings and collect input for the NSDS strategic document.
2. Update the roadmap for the implementation of the NSDS, including costing of the NSDS coordination activities (such as consultation and promotion exercises), and preparing a budget for approval by the Director of the CSO;
3. Draft the NSDS strategic document and develop an associated action plan that outlines costs and provides an overall budget. The consultant will adhere to the following guidelines:
 - a. Reflect the inputs of the different stakeholders;
 - b. Ensure consistency with the Paris21 principles and guidelines and the Code of good practice in statistics for Latin America and the Caribbean;
 - c. Incorporate priority data and statistical capacity needs identified in the NSS assessment;
 - d. Align with Saint Lucia's Medium-term Development Strategy;
 - e. Collaborate with international development partner institutions, such as the World Bank and the UN group, and bilateral development partners.
 - f. Ensure that the NSDS covers recent developments and emerging issues through innovations at institutional, organizational and technological level.
4. Facilitate the promotion of the NSDS at the highest level through consultations with the political directorate and governments senior officials;
5. In collaboration with the CSO and the Project Communication and Publicity Consultant support the launch of the NSDS.
6. The NSDS Coordinator will report to the Director of the CSO.

III. QUALIFICATIONS AND EXPERIENCE

- Master's Degree in Statistics, Economics, Public Policy, Public Administration or equivalent qualifications from a recognized institution;
- Demonstrated expertise in the design and required content of an NSDS and preferably prior experience drafting NSDS in other countries
- At least 10 years' experience in Project Management
- Experience in organizing or leading at least three major stakeholder engagement processes
- Demonstrated communication skills through preparation of communication plan and or campaign materials for at least one professional assignment;

- At least 5 years' experience working in the field of official statistics, economic development or research.

IV. DELIVERABLES

The following deliverables are expected from the NSDS Coordinator:

- Monthly reports on the activities undertaken including challenges and recommendations to be submitted the last Friday of each month during the period of the assignment
- Intermediate outputs
 - Updated NSDS Road Map- April 2025
 - Revised Implementation Plan consistent with the respective Action Plans submitted
 - Completed Actions Plans including costings-September 2025
 - Organization and facilitation of at least 3 stakeholders' consultations to validate the NSS assessment findings and collect input for the NSDS strategic document. - within the first quarter of the assignment
 - Content for the NSDS advocacy and communication strategy - including information for Press- releases, CSO website, media engagement for promotion of final NSDS - ongoing
- Draft National Strategy for Development of Statistics- October 2025

V. DURATION OF ASSIGNMENT:

The assignment is expected to commence on 10th February 2025, and the engagement will be for an estimated period of ten (10) months.

VI. SELECTION METHOD

The consultant will be selected using the "Individual Consultant Selection method" in accordance with the September 2023 World Bank Procurement Regulations for IPF Borrowers (Procurement Regulations).