



## **Term Of Reference for the Position of Organizational/ Business Psychologist**

Post Title: Organizational / business Psychologist

Project Name: MED Micro finance System for Start Ups (MEDSt@rts)

Duty station: Chamber of Commerce, Industry and Agriculture in Sidon and South Lebanon

Duration of Appointment: 75 days (around 250 hrs.) over a period of six months

Expected Starting Date: September 2020

### **Background**

As a partner in the MEDST@rts project, the Chamber of Commerce, Industry and agriculture in Sidon and south Lebanon (CCIAS) is implementing the project activities in Lebanon. MEDSt@rts - Med microfinance support system for start-ups - project is financed by the European Union's ENI CBC Med Programme and implemented between October 2019 and April 2022 in Italy, Greece, Tunisia, Palestine and Lebanon by a partnership of 7 organizations.

MEDSt@rts addresses **young and highly motivated people with innovative ideas** - usually high-risk companies - and supports them in developing their business. CCIAS wishes to recruit a qualified organizational/ Business Psychologists. He/she will carry out activities related to the creation of 15 companies with particular emphasis on selecting and developing the personal resources and entrepreneurial competencies of potential entrepreneurs for the subgrant award. He/she is expected to work closely with the entrepreneurs, evaluation committee, business consultants and local community groups.

### **Scope of the work**

An Organizational / Business Psychologist will have the following duties and responsibilities:

- Interview entrepreneurs for assessing their motivations, attitudes and expectations, in relation to their proposed business idea at the first and intermediate selection phases and before business incubation phase;
- Moderate the working group of selected entrepreneurs in their discussion and sharing of each business idea and each participant business path;
- Coordinate with business consultants to revise business ideas with the entrepreneurs to identify their strengths and weaknesses and to create the first sketch of their business plan;
- Coordinate with business consultants to assist the entrepreneurs in drafting a complete business plan;
- Assist the 15 finalist candidates for the subgrant to draft a developed and more detailed business plan and checking its consistency with the resources of the grant;
- Provide team building training activities for strengthening the relations and the collaboration inside the work group and for applying useful tools that helps in managing the human resources of their business;
- Fine tune the draft of the final business plan according to KPI analysis and eligibility for the subgrant contract.
- Prepare progress report on training, meetings and others.





### Degree of expertise and Qualifications

- At least a Bachelor Degree in Business psychology or its equivalent in industrial psychology or human resources.
- Ability to assess Job performance, increase business efficiency and improve organizational structure
- Personal flexibility and high motivation
- Good skills in Microsoft Office.
- Experience in similar projects and working in teams.

### Reporting and Coordination

He/ She will work closely with the Project Officer, Business consultants and evaluation committee.

