



**REQUEST FOR EXPRESSION OF INTEREST
(INDIVIDUAL CONSULTANT)**



**GENDER AND DIGITAL INCLUSION
TECHNICAL COORDINATOR**

Institution: Ministry of Finance
Country: Belize
Project: Digital Innovation to Boost Economic Development in Belize
Process ID: BL-T1171 -P00010
Duration: Twenty-four (24) Months
Duty Station: BELTRAIDE, Belmopan (In Office)
Extended Deadline: **September 22, 2026, at 10:00 a.m. (Local Belize Time)**

The Government of Belize (GOB), with financing from the European Union (EU) through the Inter-American Development Bank (IDB), is executing the Digital Innovation to Boost Economic Development in Belize (BL-T1171) Technical Cooperation Project. The project aims to promote firm-level digitalization to foster economic growth, increase productivity, and improve efficiency across Belize's economy, particularly among micro, small and medium-sized enterprises (MSMEs).

The Ministry of Finance invites qualified individuals to apply for the contractual position of **Gender and Digital Inclusion Technical Coordinator**. The Gender and Digital Inclusion Technical Coordinator will be responsible to support BELTRAIDE's administration, implementation and monitoring of all project activities for the Digital Innovation to Boost Economic Development in Belize program with emphasis on greater participation of women-led, women-owned and rural entrepreneurs in the activities of the program.

Further details, including the required application template and full Terms of Reference, are available below.

The selection process for this contractual position will be conducted in accordance with the IDB's Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank GN-2350-15, using the Individual Consultant Selection method, as well as the procurement policies and best practices of the Government of Belize. This selection is open to individuals from IDB member countries, EU member countries, and from EU non-member countries that are eligible to be hired with EU funds as established in the current Practical Guide to procurement and grant award procedures for European Union external actions (PRAG). Candidates must be legally able to work in Belize for the duration of the assignment.

Applications must be submitted in English, using the required template, no later than **September 22, 2026, at 10:00 a.m. (Local Belize Time)**. Applications not submitted using the required template may be rejected. Late submissions will not be considered.

Submission should be made either:

- By Email: One (1) consolidated PDF file sent to procurement@ceu.mof.gov.bz, or
- In Hard Copy: Two (2) printed copies delivered to the address below.
- The subject line of the email or the envelope should clearly state: "BL-T1171 – Gender and Digital Inclusion Technical Coordinator - BELTRAIDE" – [Applicant's Name].

ATTN:

Procurement Specialist
Central Executing Unit
Ministry of Finance
Sir Edney Cain Building, 3rd Floor,
Belmopan, Belize, Central America
Email: procurement@ceu.mof.gov.bz



Ref: “BL-T1171 – Gender and Digital Inclusion Technical Coordinator - BELTRAIDE” – [Applicant’s Name]