

Terms of Reference (TOR) for Legal Background – SDF Board of Directors

Introduction:

The Social Development Fund (SDF) is a government-owned development finance institution that supports inclusive and sustainable development in The Gambia by providing financial and technical assistance to Micro, Small, and Medium Enterprises (MSMEs), community-based organizations, and vulnerable groups. SDF focuses on expanding access to finance, promoting job creation, reducing poverty, and strengthening livelihoods across the country.

In pursuit of its mandate, SDF seeks to strengthen its governance structures by appointing a Legal Specialist to its Board of Directors. The appointee will provide legal oversight, ensure regulatory compliance, and contribute to effective policy formulation and risk mitigation.

Roles and Responsibilities:

The appointed Board Member will play a critical role in offering legal guidance, promoting sound governance, and safeguarding the institutional integrity of SDF. Key responsibilities include:

- Provide legal advice on matters related to SDF's governance, contractual obligations, financing agreements, and regulatory compliance.
- Ensure that SDF's operations align with The Gambia's legal and regulatory framework, as well as relevant international conventions and agreements.
- Review legal aspects of financing arrangements, grant agreements, and memoranda of understanding with donors and partners.
- Assist in the development and review of institutional policies, internal regulations, and standard operating procedures.
- Guide the Board on matters related to fiduciary responsibility, liability, ethics, and compliance.
- Contribute to dispute resolution and litigation management, where applicable.

Required Qualifications & Experience

The ideal candidate for this Board position should possess the following qualifications and competencies:

- A Master's degree in Law (LLM) and specialization in development, commercial, or financial law is an added advantage.
- At least 10 years of experience in legal advisory, preferably with exposure to development finance and public institutions.
- Experience with regulatory compliance, contract negotiation, and legal risk management.
- Strong knowledge of Gambian statutory laws and international legal standards relevant to development financing.

Term of Service as Board of Director at SDF

- The appointment to the SDF Board of Directors shall be for a period of three (3) years, subject to renewal based on performance and institutional needs.

Interested and qualified candidates shall submit the following:

- A detailed CV
- A cover letter expressing interest and outlining relevant contributions they can bring to the SDF Board.
- Applications to be submitted at the SOE Commission Office at Old Jeshwang, Opposite Gambia Methodist Academy (GMA), or sent via email to: info@soec.gm or soecommission@gmail.com no later than **Friday, July 4th 2025**.