



Terms of Reference and Scope of Services
For
ENVIRONMENTAL AND SOCIAL SAFEGUARDS OFFICER

Maldives: Enhancing Employability and Resilience of Youth Project (MEERY: P163818)
Ministry of Higher Education
Republic of Maldives

1. Background

Several aspects of the Maldives' recent development pattern highlight imbalances between labor demand and supply. Public sector jobs are predominantly in the civil service with the rapid expansion of cadres in the 1990s and 2000s. However, with the increasing standard of living over time, the labor market has become more challenging for Maldivians in general. Increasing educational attainment among the younger generation and expectations have coincided/collided with the rapid growth in low-skill service jobs associated with tourism and construction, leading to a mismatch in skills supply and demand. Despite the high levels of growth and labor market conditions in public investments, tourism, fisheries and non-tradable tourism related activities, important challenges remain for young Maldivians. These relate to (i) the need for greater inclusion and productive employment for youth, especially for those who cannot rely on public sector jobs (because of a sharp reduction of public sector employment) or who are from the most vulnerable segments of the population; and (ii) an increasing reliance on foreign labor in important sectors such as tourism and construction services and limited opportunities for women.

The Government of Maldives (GoM) implementing the “Maldives: Enhancing Employability and Resilience of Youth” (MEERY) Project. The project is funded by the World Bank. The objective of the project is to improve the relevance of technical and vocational skills and foster entrepreneurship to promote youth employment in priority sectors. The project is being administered by the Ministry of Higher Education (MoHE) and Ministry of Economic Development.

The Project Development Objective is to improve the relevance of technical and vocational skills and foster entrepreneurship to promote youth employment in priority sectors.

Component 1: Integrating Skills Development with Labor Demand in the Tourism & Construction, and ICT-related Services Sector.

1.1: Labor-market assessment and analysis for demand driven skills identification

1.2: Revision of Skills Development (TVET and Entrepreneurship) Curriculum

1.3: Face-to-Face Skills Delivery.

1.4: Support for Entrepreneurship Development.

Component 2. Skills Development and eLearning Strategy.

2.1: Strategy Development, Strengthening and Diversifying skills development programs.

2.2: IT infrastructure for skills development and jobs platform.

2. Scope of Services

The Environmental and Social Safeguard Officer will carry out, *inter alia*, several tasks, including but not limiting to the following;

Managing Environmental and Social Compliance:

- Provide overall policy and technical direction for environmental safeguards management under the Project (as defined by the Environmental and Social Management Framework (ESMF) and the World Bank Safeguard Policies.
- He/She will be responsible for overall compliance of the project in line with the World Bank Safeguard Policies and the project's ESMF and agreed actions with the World Bank during Project Supervision Missions.
- Closely co-ordinate within the PMU and with the World Bank for review and endorsement of the screening decision and recommendation.
- Gather information for environmental screening of project sites, via site visits, analysis of photographic evidence from sites, maps etc.
- Ensure environmental analysis is carried out for each sub-project as soon as conceptual technical design and scope have been defined and submit the relevant instruments such as Environmental and Social Screening Reports (ESSRs)/ E&S Checklists, Environmental and Social Management Plans (ESMPs), Environmental and Social Codes of Practice (ESCPs) are prepared in a comprehensive manner.
- Ensure timely preparation of all site-specific instruments, as above, for sub-projects, as necessary (depending on screening outcome and guidance provided by the World Bank).
- Where applicable he/she will coordinate within the PMU for hiring technical assistance, where necessary, and for review and endorsement of these safeguard documents.
- Ensure consistency of safeguard documents with national environmental regulations; work with the PMU to obtain necessary clearances from local environmental regulatory authorities, such as the Maldives Environmental Protection Agency (EPA) for sub-projects, where applicable.
- He/She will be responsible for ensuring all E&S instruments are included in bidding documents, costed for in contracts and the contractual provisions on E&S are clearly defined via working closely with procurement teams.
- Ensure that applicable measures in the ESMPs/ESCPs are included in the design, and condition on compliance with ESMPs/ESCPs are included in the bidding documents
- Co-ordinate closely with the Engineers and Technical officers managing project implementation and contractors implementing in the project area and provide necessary technical assistance to facilitate the implementation, management and monitoring of environmental safeguards and environmental management plans.
- Ensure compliance with ESMPs during the construction period and maintain close coordination with the site engineer of the implementing agency and the Environmental focal point of the contractor.
- Conduct monitoring visits and partake in photo documentation of project sites during implementation to conduct monitoring of site work via coordination with project implementation teams.
- Report to World Bank on the overall environmental performance of the project as part of PMU's periodic progress reporting.

Management of Grievance Redress Mechanism, Citizen Engagement, Inclusion of vulnerable groups and gender mainstreaming:

- Update and maintain Grievance Redress Mechanism Guidelines, and Grievance Redress Procedure to be followed in the project.
- Ensure social safeguards measures are adequately implemented in all project activities and confirm that World Bank's safeguard policies are complied
- Establish, maintain, and raise awareness of Grievance Redress System, and address the grievances.
- Develop information sheets, brochures, communication materials and facilitate workshops to raise awareness of Grievance Redress System to the public
- Conduct community awareness programs at project sites to ensure citizen engagement processes are followed in relation to MEERY project.
- Ensure beneficiary feedback mechanisms (e.g. satisfaction surveys etc.) are in place for the project and feedback indicator results are reported in a timely manner.
- Ensure vulnerable groups (e.g. those from low income groups, people with disabilities etc.) including women and youth are targeted and their concerns are well addressed in an appropriate manner in the project.
- Prepare reports based on the grievances and safeguard risks faced in the project with actions taken for all the components of the project.
- Document grievance resolution and maintain records of grievances; monitor and provide advice on addressing grievances; ensure implementation of GRM and maintaining records.
- Provide technical support during project implementation and resource mobilization plan for the activities in all the locations;
- Coordinate with various island administration offices and public on period basis on social safeguard issues.
- Assisting the GoM in ensuring social responsibilities of the project, such as compliance with the labor laws, health laws and gender issue.
- Ensure social screening is conducted throughout the project implementation period and produce monthly reports.

Internal Capacity Building and Coordination:

- Support the delivery of ESMF orientation, training and capacity building activities for all the project stakeholders.
- Provide administrative assistance when needed with organizing meetings logistics including but not limited to selecting meeting venue, ordering refreshments, organizing audio visuals for presentations if necessary, and keeping attendance records.
- Any other related tasks assigned by the Project Manager

3. Required Qualifications and Experience

- Bachelor's Degree in Sociology, Environmental Science, Management, Administration, or any other related area
- At least 3 years of Work experience in a related field

4. Other Competencies

- Should be familiar with both national, international, especially World Bank's safeguard policies.
- Must have knowledge and understanding of technical, commercial and legal aspects on procedures and regulations of the World Bank.
- Excellent written and oral skills in English and Divehi, with the ability to produce comprehensive reports in English.
- Strong communication skills in presenting, discussing and resolving difficult issues and have ability to work efficiently and effectively in a multidisciplinary team.
- The successful candidate must be willing to work for extended periods without direct supervision and will be expected to travel routinely to islands within the catchment.
- The successful candidate will have good communications skills and must understand the objectives and delivery mechanisms. He/she must be willing to work in a team, be flexible to emerging or changing conditions, and undertake initiative in his/her broad field of actions.
- Ability to plan projects with complex and diverse activities.
- Familiarity with the relevant Government procedures and regulations.
- Ability to maintain confidentiality/discretion as and when needed

5. Institutional Arrangements

- The Social Safeguard Officer will report directly to the Project Manager who has overall responsibility for the management of the MEERY Project.

6. Duration of services and terms of payment

The service is initially for a period of 1 year or any other time frame agreed by both parties. The Social Safeguard Officer will be paid a total remuneration between MVR 17,550- 20,160.