

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ



Ministry of Fisheries, Marine Resources and Agriculture  
Male', Republic of Maldives

## **TRANSFORMING FISHERIES SECTOR MANAGEMENT IN SOUTH- WEST INDIAN OCEAN REGION AND MALDIVES PROJECT**

**(TransFORM, SWIOFish5) - P179242**

**Social and Gender Specialist**

**Terms of Reference**

### **A. BACKGROUND**

The Government of the Republic of Maldives through the Ministry of Fisheries, Marine Resources and Agriculture is implementing Maldives –Transforming Fisheries Sector Management in South-West Indian Ocean Region and Maldives Project financed by the World Bank. The project will be managed by the Project Management Unit (PMU) set up within the Ministry of Fisheries, Marine Resources and Agriculture. The project will be implemented in accordance with the Project Implementation Plan (PIP), Project's Procurement Manual, and the Project's Financial Management Manual all of which are consistent with the World Bank's guidelines and procedures on procurement and financial management.

The aim of the Project to strengthen regional, evidence-based fisheries management in the South-West Indian Ocean Region and to improve competitiveness in the fisheries sector in the Maldives. The project comprises of the following components.

### **COMPONENT 1: Enhance Evidence-based Management Advice to the Fisheries Sector in the South-West Indian Ocean Region (*implemented by the IOC*)**

- 1.1. Promoting the Development and Coordination of Relevant Innovative Regional Research with a Focus on Capacity Development Programs and Initiatives
- 1.2. Coordinating and Consolidating Regional Cooperation for Evidence-based Advice on Management of Fisheries and Other Uses of Marine and Coastal Ecosystems
- 1.3. Linking and Coordinating the Fisheries Initiatives and Programs in the Region

## **COMPONENT 2: Supporting Maldives as the Catalyst for Strengthened Regional Capacity for Fisheries Governance and Management**

- 2.1. Improved and Innovative Implementation, Enforcement and Monitoring of Fisheries Management Plans and Sharing Results with SWIO Countries
- 2.2. Augmented Comprehensive Quarantine, Disease Surveillance and Management and Experience Sharing with SWIO Countries
- 2.3. Skills and Capacity Building for Supporting Enterprise Development in Fisheries Sector
- 2.4. Augmentation of Project Management Capacity of MoFMRA including Building Capacities for Enhanced Regional Cooperation

## **COMPONENT 3: Enhanced Competitiveness and Private Sector Participation for improving Business Climate for Fisheries in Maldives and the South-West Indian Ocean Region**

- 3.1. Decarbonization of the Fisheries Sector
- 3.2. Diversification/Expansion of Fisheries Sector through Facilitating Small and Medium Enterprise Businesses

### **B. OBJECTIVES OF ASSIGNMENT**

The Project Management Unit (PMU) wishes to contract a Social and Gender Specialist. The Social and Gender Specialist will work for PMU, which has been established to support the implementation of the project. The Social and Gender Specialist will work closely with the Project Component Coordinators and s/he will report to the Project Manager on the following responsibilities.

1. Provide overall Social and Gender Specialist oversight during the implementation of the project, supporting and advising the client in addressing a variety of social and safeguard issues at all the stages of the implementation of the Project and in social related training/awareness raising and coordination activities.
2. Implement social related activities as outlined in the Environmental and Social Management Framework (ESMF) of the project.
3. Prepare necessary documents, such as social guidelines and tools in consultation with stakeholders and help the client in commissioning and managing additional and/ or special studies/ assessment, baseline studies, if necessary.
4. Coordination with (i) PMU staff including Monitoring and Evaluation Specialist, Environmental Specialist, Procurement Specialist and Financial Management Specialist; and (ii) Establish and ensure efficient and satisfactory progress in implementing the

Environmental and Social Management Framework against the indicators established in the, project action plans.

5. Reporting to the Project Manager and World Bank on the overall social and gender performance of the project as part of PMU's periodic progress reporting all aspects of the project throughout the duration of the project.

### **C. OVERALL RESPONSIBILITY**

The overall responsibilities of the Social and Gender Specialist include, but are not limited to the following:

1. Ensuring that each subproject and activities under the project is subjected to the Project Environmental and Social Management Framework (ESMF) and Environment and Social Commitment Plan (ESCP) process and procedures.
2. Prepare guidelines, tools and notes for use in the project based on relevant environmental policies, acts and regulations/ directives of the Government of Maldives (GoM) and relevant safeguard policies of World Bank Group and the ESMF;
3. Carry out social screening if required, of subprojects and activities, and help to prepare subproject or activity specific Environmental and Social Management Plans (ESMPs).
4. Organize gender orientation & awareness, and training for Project staff on safeguards and gender equality.
5. Ensure proper and effective implementation of the project Stakeholder Engagement Plan (SEP) and conduct all necessary monitoring.
6. Develop and Implement Grievance Redress Mechanism for the project.
7. Provide overall policy and technical direction for safeguards management under the Project, as defined by the project environmental instruments;
8. Co-ordinate closely with the technical officers in the Implementing Agencies (IA) in planning and managing project implementation as per the safeguard's instruments;
9. Provide necessary technical assistance to facilitate the implementation, management and monitoring of social and gender safeguards including conducting baseline studies
10. Ensure environmental due diligence is carried out for each sub-project as soon as conceptual technical design and scope have been defined, as outlined in the safeguard's instruments;
11. Closely coordinate with the PMU and IA technical officers for timely preparation of Social /Management Plans for sub-projects, as necessary (depending on screening outcome);

12. Coordinate with the IAs for hiring technical assistance, where necessary, and for review and endorsement of these safeguard documents
13. Ensure consistency of safeguard documents with national environmental regulations;
14. Obtain necessary clearances from local authorities for sub-projects, where applicable;
15. Prepare terms of references to undertake Social and Gender assessments for complex and new activities and obtain necessary clearances from the World Bank and/or designated project approving agencies;
16. Manage the consultants hired to undertake social and gender assessments, where applicable, and provide coordination support with implementation agencies and individuals;
17. Review draft and final social and gender assessments for quality and obtain necessary clearances as per the safeguard's instruments;
18. Ensure that applicable measures in the Social Management Plans (SMPs) are included in the design, and conditions on compliance with SMPs is included in the bidding documents liaising closely with the procurement team of the PMU and IAs;
19. Develop, organize and deliver Social related training programs and workshops for the Implementing Agencies at the field level, contractors, field supervision staff and other implementing agency officials as needed, on safeguard requirements and their management;
20. Ensure compliance with SMPs during the construction period and maintain close coordination and cooperation with the technical teams of the IAs; to monitor the operations and maintenance during the operation of the project;
21. Prepare additional technical guidelines, if necessary, to support the safeguards instruments in order to strengthen the implementation of Social and Gender safeguards;
22. Ensure adequate public consultation during the preparation of safeguards instruments as defined by the Environmental and Social Safeguard frameworks and Project Appraisal Document;
23. Ensure public complaints relating to sub-project implementation are addressed with corrective action and adequately documented;
24. Hold regular review meetings with the technical officers of the IAs and visit selected project sites to monitor implementation of the safeguard's instruments;
25. Prepare routine monitoring reports, in collaboration with the IAs as set forth in the safeguard's instruments;

26. Liaise closely, where technical guidance is required, with the Social Specialists of the World Bank task team.
27. Promote community participation in the process of planning, management and monitoring of social impacts of sub-projects; provide guidelines on community participation in social monitoring to the IAs
28. Conduct social audits for all project components and obtain clearances;
29. Review and comment on audit reports, take necessary actions to address audit issues raised and obtain comments from World Bank.

#### **D. QUALIFICATIONS AND EXPERIENCE**

1. A Bachelor's Degree in Social Development, Social Studies, Sociology and Social Sciences or related fields with three (3) years of experience in the field of social development and social safeguards, working in the Maldives preferably with the government agencies involved in the field of fisheries management, research, social and/or marine resources management;
2. Work experience in government or donor funded projects and other relevant institutions will be an added advantage; work experience as Social and Gender Specialist in/ with World Bank or Asian Development Bank funded activities will be an asset;
3. Demonstrates good oral and written communication skills in substantive and technical areas. A thorough knowledge or demonstrated ability to rapidly acquire knowledge about social and gender assessments, research processes, procedures for performance monitoring and evaluation;
4. Excellent writing, editing and analytical skills and capability of working independently. Fluent in written and spoken English and Dhivehi;
5. A high level of computer literacy is required. Familiarity with programs like Word, Excel and PowerPoint are required.
6. The successful individual must be willing to work for extended periods without direct supervision and travel to islands within the project area.
7. Demonstrates openness to change and ability to manage complexities
8. Should have strong and proactive interpersonal communicative skills, experience in team leadership and participatory management.
9. Willingness to travel to islands of Maldives where the project is being implemented (for short or longer durations, as per demand of the Project) is a must.

The short-listed candidate will be requested to participate in personal interviews and submit the names and contact details of personal referees who can attest to their ability.

The successful candidate must understand the objectives and delivery mechanisms of the project. S/he must be willing to work in a team, be flexible to emerging or changing conditions, and undertake initiative to overcome challenges.

#### **E. REPORTING REQUIREMENT**

1. Report directly to the Project Manager on all aspects of Project Management throughout the duration of the contract unless otherwise advised by the Implementing Agency.
2. The Social and Gender Specialist is expected to report to work on week days from 0800 – 1400 hours other than public holidays and provide services to the Client for an average of 35hours a week. Remuneration for less than 7 hours work per day will be on a pro-rate basis.
3. The Social and Gender Specialist shall provide all the necessary reports and updates to the Project Manager to be presented at the Project Steering Committee and donor agencies whenever needed.
4. The Social and Gender Specialist is required to report to work in official attire.

#### **F. SCHEDULE FOR THE ASSIGNMENT**

Duration of the assignment is 36 months from the commencement of the works with potential extension based on performance. The successful candidate is expected to commence the services in September 2023.

This position is based at the PMU Office of the Ministry of Fisheries, Marine Resources and Agriculture in Male' with travel to Islands or field visits as maybe required.

#### **G. RENUMERATION AND OTHER BENEFITS**

1. MVR 19,500-22,400 depending on qualifications and experience, per calendar month as remuneration for the services provided by the Social and Gender Specialist.
2. Training and travel expenses under the PMU as budgeted under the Project and approved by implementing agency.
3. S/he shall participate in the “Maldives Retirement Pension Scheme” as required by the Maldives Pension Law and its regulations.
4. S/he will be given an allowance called “Ramadan Allowance” as per the rules of the Implementing Agency, prior to the beginning of the month of Ramadan. The allowance will be entitled only to Muslims.

## **H. SERVICES AND FACILITIES TO BE PROVIDED BY THE IMPLEMENTING AGENCY**

1. Office space and other facilities such as computers will be provided as required.
2. Local transport for official travel between Malé and field visits to islands; food, accommodation and allowance.