بسم الله الرحمن الرحيم

PREVENT DOMESTIC VIOLENCE

Ministry of Environment

Male', Republic of Maldives.

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Date: 30th March 2021

Announcement Reference No: (IUL)438-HRU/438/2021/103

Terms of Reference

Project: Enhancing National Development through Environmentally Resilient Islands "ENDhERI"

Position: Laamu Project Coordinator

Type of Contract: Individual

Thematic Area: Biodiversity

Duration: 5 years

1. Project Background

The Government of the Republic of Maldives through the Ministry of Environment is implementing Enhancing National Development through Environmentally Resilient Islands (ENDhERI) project financed by Global Environment Facility (GEF) and assisted by United Nations Environment Program (UNEP) with the objective of enhancing reef protection, resilience and ecosystem recovery by reducing development impacts in a selected project site the Maldives, enabled for replication nationally through public awareness and integrating the values of marine biodiversity and other natural capital in national.

This project aims to assist the government of the Maldives in its implementation of new environmental policies and transition towards national adoption of Green Growth atoll development that will sustain marine Natural Capital (NC) and strengthen the resilience and recovery of reef ecosystems. This will be informed by learning from atoll-wide integrated coastal zone management within a Managed Marine Area / Biosphere Reserve framework, and the application of innovative sustainability practices and standards in agriculture, fisheries, tourism and construction sectors as the basis for transforming the human ecological footprint in Laamu Atoll, and taking this up to national level through sector transformation, spatial planning and improved governance based on NC accounting. The intermediate objective of this transformation is to minimize the flows of pollutants from land-based activities into the adjacent marine environment, and reduce marine-based drivers of reef degradation including baitfish and reef fisheries. Overall, the project seeks to enhance reef ecosystem integrity and resilience through sustainable management, reducing development impacts and integrating NC accounting into national planning.

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The project is structured in four components:

Component 1 will increase the sustainability of marine and coastal resource management under a Green Growth Strategy for Laamu Atoll (Outcome 1.1) and achieve a reduction in stressors impacting Laamu Atoll reefs through increased Green Growth and Integrated Coastal Zone Management practices in key sectors (Outcome 1.2).

Component 2 will result in increased understanding of the values and dependencies on marine NC and biodiversity and ecosystem services that supports improved livelihoods and sustainable development on Laamu and among key national stakeholders (Outcome 2.1).

Component 3 will aim to achieve increased institutional capacity, clarified mandates and integration of NC accounting in marine biodiversity conservation policy and programs (Outcome 3.1); enhanced protection of coral reefs and other marine NC through actions by corporate sectors (Outcome 3.2); and sstrengthened inter-sectoral coordination and spatial planning that incorporates NCA support sustainable development in the fisheries and agriculture, tourism and construction sectors (Outcome 3.3).

Component 4 will support the implementation of Components 1-3 ensuring that information and lessons learned are shared between the different Components and stakeholders and that results-based management is informed by adequate M&E procedures.

Overall, the project will lead to enhanced conservation and sustainable management of the coral reef-atoll seascapes throughout the Maldives through an in-built design for scaling up from local experience to national change across its three components. Iintegration of the NC concept and approaches into business models, risk analyses and decision-making processes within government, private sector and financial institutions is expected to align national and local governance with the enhanced planning needs outlined in the National Biodiversity Strategy and Action Plan.

2. Responsibilities and detailed tasks:

Under the guidance and supervision of the Project Manager, the Laamu Project Coordinator will be responsible for coordination and the implementation of all Outputs in Component 1 *(Green Growth development for Laamu Atoll in the fisheries and agriculture, tourism and construction sectors)*, Outputs 2.1.1 *(Increased knowledge resources and public support for Green Growth and biodiversity conservation in Laamu Atoll)* and 2.1.3 (*Increased capacity for cross-curricular delivery of coastal and marine ecology and natural capital in national schools, and incorporation of natural capital accounting in natural sciences and environmental management curricula at MNU)* and other activities taking place in Laamu Atoll. The Laamu Project Coordinator will work in close coordination with the related counterpart staff, consultants and service contract providers to ensure the delivery of all activities in this Component, and will work with the PMU in coordinating data collection for ESERN (Environmental, Social and Economic Review Note) requirements.

- Plan the activities of project Component 1*(Green Growth development for Laamu Atoll in the fisheries and agriculture, tourism and construction sectors)* and Outputs 2.1.1 *(Increased knowledge resources and public support for Green Growth and biodiversity conservation in Laamu Atoll)* And 2.1.3 (*Increased capacity for cross-curricular delivery of coastal and marine ecology and natural capital in national schools, and incorporation of natural capital accounting in natural sciences and environmental management curricula at MNU)* and monitor progress against the approved work-plan.
- Supervise and coordinate the production of the specified project outputs, as per the project document in a timely and high-quality fashion.
- Coordinate project inputs in Laamu Atoll and ensure that they are adhere to UNE procedures for nationally executed projects.

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- Supervise and coordinate the work of all PIU staff, consultants and sub-contractors in Laamu ensuring timing and quality of outputs.
- Assist with the recruitment and selection of project personnel, consultants and sub-contracts, including overseeing contractors' work in Laamu Atoll.
- Prepare, revise and submit project work and financial plans for Laamu activities, as required by the Project Manager.
- Monitor locally managed financial resources and accounting for Laamu activities to ensure accuracy and reliability of financial reports, submitted on a quarterly basis.
- Manage and monitor the project risks initially identified for Laamu activities and submit new risks to the PM for consideration and decision on possible actions if required;
- Manage and monitor the implementation and reporting of safeguards requirements for Laamu activities under the project's ESERN (Environmental, Social and Economic Review Note) with assistance from PMU and PIU staff.
- Liaise with the Local Project Technical Committee, Local Task Forces, relevant government agencies, and all project partners, including donor organizations and CSOs for effective coordination of all project activities in Laamu.
- Facilitate administrative support to subcontractors and training activities supported by the Project in Laamu.
- Oversee and ensure timely submission of progress and financial reports to the PMU.
- Disseminate project reports and respond to queries from concerned stakeholders.
- Report progress on the project to local stakeholders and PMU.
- Oversee the exchange and sharing of experiences and lessons learned with relevant community based integrated conservation and development projects.
- Assist community groups, local government staff, CSOs, staff, students and others with development of essential skills through training workshops and on-the-job training thereby increasing their institutional capabilities.
- Encourage staff, partners and consultants such that strategic, intentional and demonstrable efforts are made to actively include women in local project activities, including activity design and planning, budgeting, staff and consultant hiring, subcontracting, purchasing, formal community governance and advocacy, outreach to social organizations, training, participation in meetings; and access to project benefits.
- Assist and advise the focal points responsible for activity implementation in the target area.
- Carry regular, announced and unannounced inspections of all sites and the activities of the Project Implementation Unit.

3. Qualifications required:

The Laamu Project Coordinator shall meet following qualification, experience and competency.

- A Bachelor's degree with at least 7 years of experience or Master's degree with at least 3 years of experience in a subject related to Environment or conservation or management.

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- Very good inter-personal skills, including facilitation of meetings, and experience with networking
- Experience in managing stakeholders at local and national level including, working with local institutions
- Strong communication skills including web-site management, social media, presentations to conferences and the media
- Proficiency in the use of computer software applications, especially MS Word and MS Excel and web-site software.
- Previous experience with UN or international projects will be a definite asset;
- Excellent language skills in Dhivehi and English (writing, speaking and reading)

4. Collaboration, Guidance and Supervision

- The Laamu Project Coordinator will be contracted by the Ministry of Environment and is fully accountable to the Ministry on the quality and timely delivery of his/her work under the contract. During the period of work, Laamu Project Coordinator will work under the guidance and supervision of the Project Manager

5. Duration of the Assignment

- The Laamu Project Coordinator will be hired for a period of 12 months with the possibility of extension based on performance appraisal

6. Remuneration

- Remuneration will be at the rate of MVR 24,030/- per month

7. Selection Criteria

Laamu Project Coordinator will be selected based on the following criteria:

Criteria	Weightage (%)
Achieved minimum academic qualification	*30*
Required work experience as per TOR	*10*
Experience in managing stakeholders at local and national level in at least one project/programme	*10*
Experience in working with ministries or national institutions that are concerned in a related field of environment or management (2 points for each year)	*10*
Proof of proficiency in skills such as English and Dhivehi language, computer applications and donor fund management (2 points for each)	*10*
Interview	*30*

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8. Application

The applicants shall submit their applications along with the following documents:

- Letter of Expression Of Interest (EOI)
- Detailed Curriculum Vitae including information on qualifications to perform the assignment, experience and appropriate skills with at least 2 referees
- Copies of Accredited certificates
- Copy of National ID card

9. Submission

Interested candidates may email their proposals on or before 1200hrs of 14th April 2021 to the following address.

Human Resource Department
hr@environment.gov.mv
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