



## Term of Reference

### Junior technical Assistants: MRU Ecosystem Conservation and International Water Resource Management Project/Liberia

Position	3 Junior Technical Assistants: To assist the National Executing Agency (FDA) and the Technical Assistant in the implementation of the transboundary landscape management project
Project title	MRU Ecosystem Conservation and International Water Resource Management (IWRM) Project/Liberia
Location	The location of employment is Monrovia, Liberia with duty mission in the four (4) landscapes and other project areas.
Duration	The duration of the project runs from 2017 December to 2020 December, while the duration of Technical Assistant Position is one (01) year and subject to possible renewal based on satisfactory evaluation
Starting date	July 5, 2018
End date	June 4, 2019 :

#### 1. introduction :

GEF is financing a project on the "Ecosystem Conservation and Management of International Water Resources of the Mano River Union" which covers the four countries of the Mano River Union, including Sierra Leone (SL), Guinea (Gui), Liberia (LB) and Côte d'Ivoire (CI). The objective of this sub-regional project is to strengthen the management of trans-boundary natural resources for sustainable ecological benefits and improved livelihoods for adjacent forest communities. It supports local communities

in the development of alternative means of income generation, which will lead to an increase in forest cover and its associated benefits both locally and globally (ecosystem services, biodiversity, carbon sinks). Results and change-based project management requires the participation of all stakeholders at different scales (local, national and regional scales).

The project consists of two components:

Component 1 is the integrated management of Forest ecosystems: the intervention areas are four transboundary landscapes consisting of:

- Site1 National Forest of Diecke (Guinea), the whole Mount Nimba Natural Reserve (Guinea/Cote d'Ivoire) and the East Nimba Nature Reserve (Lib)
- Site 2 National Forests of Wonegisi-Ziama (Liberia/Guinea);
- Site 3 National Park in the tropical rainforest of Gola (Sierra Leone) and National Forest of Gola (Liberia) and
- Site 4: Sapo National Park (Liberia), Grebo National Forest (Liberia) (without the National Park of Tai in Cote d' Ivoire).

Component 2 is the sustainable management of transboundary waters: the interventions areas three (03) transboundary river basins in MRU region:

- Moa/Makona river basin shared by Sierra Leone, Guinea and Liberia,
- Cavally river basin shared by Guinea, Liberia and Cote d'Ivoire,
- Great Scarcies and Kolenté basins shared by Guinea and Sierra Leone.

As part of the project, the National Executing Agency, will recruit three (3) junior Technical Assistants to work along with the Technical Assistant in order to strengthen the National Project Coordination Unit (NPCU) in the planning and monitoring of the implementation of the activities of component 1 whose results and expected outputs from the implementation of the project are as follows:

Outcome 1.1 Transboundary natural resources in Upper Guinea's forest ecosystems are managed sustainably, involving local communities



of the project activities on the sites mentioned. He/she shall liaise directly with the National Project Coordinator, and the Technical Assistant to design and implement all project activities throughout the project duration.

- He/she shall be responsible for all substantive support and implement all other activities at the project sites.
- He/she shall have the responsibility for reporting activities on the site, and working along with affected communities to achieve the project goals and outcomes.
- Maintain and supervise community projects in closed relationships with all project's stakeholders at the project site.
- He/she should closely liaise with other complementary or parallel community initiatives undertaken by other partners at landscape level to ensure maximum synergy.

#### **4. Specific Duties:**

- Ensure consistency between the various programme elements and related activities implemented or funded by other donor organizations;
- Support to NPCU in the preparation of the annual and quarterly work plans and budgets on basis of the Annual Work Plan approved by the NPC ;
- Prepare the Terms of Reference of the activities, including local implementing partners and contractors;
- Prepare and monitor the contract of implementing partners
- Coordinate the activities of the implementing partners and ensure timeliness and quality of outputs.
- Prepare the reporting of the project.
- Oversee the full implementation of the project of the selected transboundary ecosystem sites and Transboundary waters specified in the project documents;

- He/she should closely liaise with National Project Coordinator and the Technical Assistant on the implementation of transboundary activities to insure coherence of interventions at the national level;
- Liaise with other partners to ensure maximum synergy, avoid duplication with existing initiatives at national level, and also seek in collaboration with National Executive Agency and National Focal Point, additional funding for the project;

## 5. QUALIFICATIONS AND EXPERIENCE:

### Education

- undergraduate university degree (Bachelor's degree) or its equivalence in Forestry conservation or environmental management or related field such as Forestry, Biology, Ecology, Hydrology with specialization in issues related to the protection and management of forest landscapes.

## 6. Competencies and skills:

- **Professionalism:** Knowledge and understanding of Biodiversity issues and forest landscape conservation, livelihood and land uses issues.

### Skills

- Good analytical and problem-solving skills, ability to identify and participate in the resolution of issues/problems; ability to apply good judgment in the context of assignments given; ability to plan own work and manage conflicting priorities. Approach result based management is advantage. Multi stakeholders Capacity building approach is an asset.

## **Communication:**

- Good communication (spoken and written) skills, including the ability to comment on a variety of project related documents, the ability to prepare technically sound and logical proposals for projects and the ability in the reporting .

## **7. Technological Awareness:**

Fully proficient in computer skills and use of relevant software and other applications, e.g., word processing, spreadsheet, PowerPoint presentation, database applications and other project management software.

- **Teamwork:** Good interpersonal skills and ability to establish and maintain effective partnerships.

## **8. Experience and knowledge:**

- At least 10 years relevant practical experience in programme/project management of Forest conservation
- Use of landscape restoration planning tool such as the Restoration of Opportunities Assessment Management
- Work experience with GEF projects;
- Demonstrated successful experience in regional project design, management, supervision and monitoring;
- Knowledge and understanding of environmental issues of transboundary river basins;
  - Ability to produce high quality documents at short notice.

## **9. Language Requirements:**

English and French are the working languages of the MRU. For the position advertised, fluency in oral and written English is required.

**Note:** All interested applicants should address their application to Mr C. Mike Doryen, Managing Director, Forest Development Authority (FDA), Monrovia, Liberia., Email: [mike.doryen@fda.gov.lr](mailto:mike.doryen@fda.gov.lr), [mikedoryen@gmail.com](mailto:mikedoryen@gmail.com) and copy the following: Mr. William B. Pewu, National Project Coordinator, Email: [pewuwilliam@yahoo.com](mailto:pewuwilliam@yahoo.com), Mr. Abdoulaye Doumbia, MRU Regional Project Coordinator, MRU Secretariat, Email: [doumbia1959@gmail.com](mailto:doumbia1959@gmail.com), UICN-PACO, Regional Coordination of the GEF Project: [Sandrine.BASSONON@iucn.org](mailto:Sandrine.BASSONON@iucn.org) [dominique.endamana@iucn.org](mailto:dominique.endamana@iucn.org)

## 9. APPLICATION RECORDS

Interested candidates must submit the following documents no later than June 20, 2018 at 4pm.

- An application letter of motivation;
- An updated detailed curriculum vitae, by the candidate (with 2 reference persons);
- Contact information of former employers.

Checks could be made on the files provided.

An interview (or interview) could be arranged, as needed, for shortlisted candidates based on the review and assessment of their files.