



**Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)**  
National Fisheries & Aquaculture Authority  
P. O. Box 10-1384  
United Nations Drive, Bushrod Island  
1000 MONROVIA 10, LIBERIA



## **REQUEST FOR EXPRESSION INTEREST (REOI) (Individual Consultancy)**

**Country:** Liberia

**Name of Project:** Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)

**Loan No./Grant No.:** 15809P

**Date:** December 1, 2025

**Assignment Title:** Recruitment of a Fisheries Livelihood and Enterprise Development Specialist

**Reference No.:** NAFAA/IFSSP/ICS/005/2025

The Government of Liberia through the National Fisheries and Aquaculture Authority (NaFAA) has received financing support from the OPEC Fund for International Development (OPEC Fund) towards the implementation of the “Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)”, and intends to apply part of the proceeds towards eligible payment towards the recruitment a Fisheries Livelihood and Enterprise Development Specialist

NaFAA, through the LIFSS Project, is soliciting the services of a qualified Fisheries Livelihood and Enterprise Development Specialist to lead initiatives aimed at diversifying income sources of small-scale fishers, fish workers and fish farmers, strengthening community-based enterprises, and building micro and small business capacity in fisheries-related and complementary sectors, provide technical assistance to Component 3 of the Project (Support to Community and Women-Led Fisheries Management), provide technical guidance and capacity building to relevant staff within NaFAA, mainly the Policy, Planning, and Investment Department and provide M&E support. This role will involve conducting socio-economic assessments, designing tailored training programs, developing a grant manual for women in fisheries, and supporting the formation of cooperatives and market linkages. Additionally, the specialist will ensure that livelihood interventions are gender-responsive and inclusive, particularly benefiting women and youth who often face the greatest barriers to economic participation. By embedding livelihood and enterprise development into NaFAA's core strategy, the Authority can foster more resilient, self-sustaining communities that contribute to sustainable fisheries management and national economic growth. This consultancy is expected to last for **18 months**, with payment structured based on satisfactory completion of agreed deliverables as per a mutually agreed payment schedule.

The detailed Terms of Reference (TOR) for the assignment can be obtained from the address below and can be found at the following websites:

- a) [www.nafaa.gov.lr](http://www.nafaa.gov.lr)
- b) [www.emansion.gov.lr](http://www.emansion.gov.lr)

NaFAA, through the LIFSS Project, now invites eligible individual consultants to indicate their interest in

performing the Services. Interested Individual Consultants should provide updated Curriculum Vitae (CV) and relevant documents indicating that they have the required qualifications and relevant experience to perform the Services.

The shortlisting criteria include the following qualification:

- Advanced degree in Fisheries Economics, Business Development, Natural Resource Management, Development Economics, or a related field.
- At least 10 years of experience in fisheries enterprise development, trade facilitation, or investment promotion.
- Strong experience in working with small-scale fishers or fish farmers in Africa.
- Demonstrated expertise in M&E systems, reporting, and institutional capacity building.
- Excellent writing and communication skills in English.
- Experience working in Sub-Saharan Africa or similar contexts is highly desirable.

Applications and CVs will be evaluated against the following criteria:

<b>Criteria</b>	<b>Maximum Points Allotted</b>
General Qualification of the Proposed Individual Consultant	30
Adequacy of the Consultant's expertise and experience	50
Experience in the region and in the sector	15
Language (Proficiency in English)	5

Expressions of Interest/Applications not obtaining a minimum score of 70% will not be shortlisted.

The attention of interested individual consultants is drawn to Section G and Appendix II of the OPEC Fund's Principles of Procurement of Goods, Works and Services setting forth the OPEC Fund's policy on conflict of interest.

An individual consultant will be selected in accordance with the Individual Consultant Selection (ICS) method set out in the OPEC Fund's Procedures for the Procurement of Consulting Services.

Further information can be obtained at the address below during office hours, i.e. 0900 to 1600 hours GMT.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by Tuesday, December 30, 2025 @ 4:00PM GMT

Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)  
National Fisheries and Aquaculture Authority  
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Terms of Reference

For

The recruitment of

**Fisheries Livelihood and Enterprise Development Specialist**

under the

Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)

I5809P

November, 2025

## I. Background

The National Fisheries and Aquaculture Authority (NaFAA) is working to modernize and strengthen the fisheries sector as a critical contributor to economic growth, job creation, food security, and sustainable natural resource management. As part of this agenda, NaFAA seeks to improve its investment framework, support enterprise development, and strengthen institutional capacities for monitoring, evaluation, and strategic reporting. Since the creation of NaFAA in 2017 and its operationalization in 2018, it has not been able to develop a comprehensive annual report, monitor and evaluate its activities, and develop standards for internal policies due to limited capacity in the department of policy, planning and investment. This situation is compounded by the need to develop indicators for the series of Fisheries Management Plans (FMPs) and the ten-year strategic management plan that are being developed for the sector governance. Moreover, many coastal and inland fishing communities remain economically marginalized, lacking access to alternative income-generating opportunities, financial literacy, and entrepreneurial skills. While NaFAA has made strides in resource management and infrastructure development, there is limited institutional capacity to provide targeted livelihood support or to integrate small-scale fishers and processors into value-added market chains. This disconnect hampers efforts to reduce dependency on overfished stocks and limits the long-term resilience of fishing communities to economic or environmental shocks.

To address this, the Government of the Republic of Liberia has received funding from the OPEC Fund for International Development for the implementation of the “Integrated Fisheries Sector Strengthening” Project and intends to apply part of the proceeds of this fund for eligible payments under the contract for an experienced **Individual Consultant** to lead initiatives aimed at diversifying income sources of small-scale fishers, fish workers and fish farmers, strengthening community-based enterprises, and building micro and small business capacity in fisheries-related and complementary sectors, provide technical assistance to Component 3- support to community and women led fisheries management, provide technical guidance and capacity building to relevant staff within NaFAA, mainly the Policy, Planning, and Investment Department and provide M&E support. This role will involve conducting socio-economic assessments, designing tailored training programs, developing a grant manual for women in fisheries, and supporting the formation of cooperatives and market linkages. Additionally, the specialist will ensure that livelihood interventions are gender-responsive and inclusive, particularly benefiting women and youth who often face the greatest barriers to economic participation. By embedding livelihood and enterprise development into NaFAA's core strategy, the Authority can foster more resilient, self-sustaining communities that contribute to sustainable fisheries management and national economic growth.

## 2. Objective of the Assignment

The objective of the consultancy is to:

- Develop a comprehensive NaFAA investment and trade promotion paper,
- Develop NaFAA's Annual Report Template and develop the 2025 and 2026 annual reports,
- Strengthen NaFAA's Monitoring and Evaluation (M&E) framework,
- Provide targeted training and mentoring to NaFAA staff on fisheries enterprise development, investment promotion, and strategic planning.
- Provide technical support to the IFSSP, mainly in component 3.

### **3. Scope of Work and Key Responsibilities**

The consultant will perform the following tasks:

1. Develop a detailed and actionable Fisheries Investment and Trade Promotion Document, identify viable investment opportunities across the value chain, and develop at least two bankable draft project proposals.
2. Analyze market trends and investment climate to guide policy and promotion strategies.
3. Recommend enabling policy and institutional frameworks to attract private sector investment.
4. Design and standardize a NaFAA Annual Report Template aligned with international best practices.
5. Work with departments to collect, organize, and synthesize input into a comprehensive NaFAA Annual Report for 2025 and 2026.
6. Strengthen internal communication and data flows to improve future report production.
7. Review and enhance NaFAA's existing M&E system, with a focus on enterprise development and trade promotion.
8. Develop clear indicators, data collection tools, and reporting mechanisms.
9. Support integration of M&E into planning and decision-making processes.
10. Deliver on-the-job training and mentoring for staff in the Policy, Planning, and Investment Department.
11. Develop training materials on enterprise development, investment packaging, and M&E.
12. Organize and conduct workshops to disseminate tools and processes.
13. Provide in-season support to the IFSSP project management team.
14. Provide a high level of expertise and technical assistance to implement Component 3 of the project and develop the grant manual for the administration of the women in fisheries grant.

### **4. Deliverables**

The consultant is expected to produce the following key deliverables:

- Inception Report including work plan and methodology- one month after contract effective date
- Quarterly reports to describe progress in outputs and results.
- Draft annual report template – four months after contract effective date
- Draft investment and trade promotion paper- five months after contract effective date
- Final annual report template- five months after contract effective date
- Final investment and trade promotion paper- seven months after contract effective date
- 2026 NaFAA annual report- February 2027
- Revised M&E Framework and Toolkit- ten months after contract effective date
- Training and Capacity Building Reports- seventeen months after contract effective date
- Final completion and handover report- eighteen months after contract effective date

### **5. Qualifications and Experience**

**Required:**

- Advanced degree in Fisheries Economics, Business Development, Natural Resource Management, Development Economics, or a related field.
- At least 10 years of experience in fisheries enterprise development, trade facilitation, or investment promotion.
- Strong experience in working with small-scale fishers or fish farmers in Africa.
- Demonstrated expertise in M&E systems, reporting, and institutional capacity building.
- Excellent writing and communication skills in English.
- Experience working in Sub-Saharan Africa or similar contexts is highly desirable.

## **6. Reporting and Supervision**

The consultant will report to NaFAA through the Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)- Project Manager. Periodic reviews and approvals of deliverables will be done in consultation with the senior management and relevant departments.

## **7. Duration and Payment**

This consultancy is expected to last for **18 months**, with payment structured based on satisfactory completion of agreed deliverables as per a mutually agreed payment schedule.

## **8. Application Procedure**

Interested candidates should submit:

- A detailed CV
- Cover letter outlining suitability for the role,
- Samples of relevant previous work (preferably investment or strategic reports),
- Names and contact information of three professional references.

**9. Selection Method:** The recruitment method for the consultant shall be through the Selection of Individual Consultant (IC).