



PROJECT: IMPLEMENTATION OF THE STRATEGIC ACTION PROGRAMME TO ENSURE INTEGRATED AND SUSTAINABLE MANAGEMENT OF THE TRANSBOUNDARY WATER RESOURCES OF THE AMAZON RIVER BASIN CONSIDERING CLIMATE VARIABILITY AND CHANGE

TERMS OF REFERENCE

FOR THE RECRUITMENT OF A REGIONAL COORDINATOR OF THE PROJECT: IMPLEMENTATION OF THE STRATEGIC ACTION PROGRAMME TO ENSURE INTEGRATED AND SUSTAINABLE MANAGEMENT OF THE TRANSBOUNDARY WATER RESOURCES OF THE AMAZON RIVER BASIN CONSIDERING CLIMATE VARIABILITY AND CHANGE

Funding Agency: Global Environment Facility (GEF)

Implementing Agency: UN Environment Programme (UNEP)

Executing Agency: Amazon Cooperation Treaty Organization (ACTO)

Duration of the project: 4 years



CuencAmazonas

Brasilia, 2021

TERMS OF REFERENCE

RECRUITMENT OF A CONSULTANT SPECIALIZED IN MANAGEMENT AND PLANNING OF INTERNATIONAL COOPERATION PROJECTS IN WATER RESOURCES MANAGEMENT FOR THE COORDINATION OF THE PROJECT IMPLEMENTATION OF THE STRATEGIC ACTION PROGRAMME TO ENSURE INTEGRATED AND SUSTAINABLE MANAGEMENT OF THE TRANSBOUNDARY WATER RESOURCES OF THE AMAZON RIVER BASIN CONSIDERING CLIMATE VARIABILITY AND CHANGE.

1. BACKGROUND

Within the framework of the Amazon Cooperation Treaty, the Amazon Cooperation Treaty Organization (ACTO) has been established with its Permanent Secretariat (PS/ACTO) based in Brasilia, with international legal status, with the purpose of improving and institutionally strengthening the process of cooperation, coordination and joint actions of its Member Countries to promote the sustainable development of the Amazon region.

The main roles and functions of the PS/ACTO are to facilitate the exchange, knowledge, cooperation and joint projection between the Member Countries to fulfill the mandates of the Amazon Cooperation Treaty, generating consensus among the Member Countries to enable the implementation of activities, programs and projects, while establishing spaces for political and technical dialogue among the Member Countries, and other activities.

In this context, and within the framework of its regional action on water resources, ACTO has been executing the Project “Implementation of the Strategic Action Programme to ensure the Integrated and Sustainable Management of the Transboundary Water Resources of the Amazon River Basin Considering Climate Variability and Change”, which is financed by the Global Environment Facility (GEF), with the United Nations Environment Program (UNEP) acting as Implementing Agency and the PS/ACTO, as Executing Agency.

The main objective of this project is to advance the implementation of the Amazon Strategic Action Programme (SAP), promoting Integrated Water Resources Management (IWRM) in the region. The regional initiative will promote previous agreements of the Amazon countries that resulted in a shared vision and a common strategy for IWRM contained in the Strategic Action Programme-SAP. In this context, the project will support the eight countries to strengthen national capacity and regional governance for IWRM, improve adaptation to climate change, and ensure robust regional data to improve decision making and coordination on Amazon water resources, from the river sources in the Andes to the river delta in the Atlantic, for a healthier Amazonian ecosystem.

The Project is implemented under four components: i) Innovative governance model for Integrated Water Resources Management-IWRM in the Amazon Basin (from community to office); ii) Building community resilience and protection of aquatic ecosystems to address the effects of climate variability and change in the Amazon Basin; iii) Integrated environmental monitoring and reporting based on indicators in response to indicators from relevant international conventions and agreements; and iv) Comprehensive model for monitoring, evaluating and communicating progress in the overall implementation of the Amazon SAP.

The main results of the project include the following:

- Permanent Regional IWRM Coordination Mechanism for the Amazon Basin, established in ACTO;
- National Water Authorities established in Guyana and Suriname;

- 15 national interventions and 2 bi/tri-national actions implemented in the basin to reduce the vulnerability of the population and the impacts on ecosystems in the face of extreme hydro-climatic events and sea level rise;
- Training of 1,400 IWRM professionals and more than 10,000 local community members (at least 40% are women);
- Integrated environmental monitoring system covering an area of 600,000,000 ha.

The project is expected to reach more than 7.8 M people benefiting from project activities, corresponding to 20% of the Basin's population (ACTO & UNEP, 2020).

In order to advance in the implementation of the Project, a Regional Project Coordination Unit (PCU), based at the PS/ACTO, and National Project Coordination Units (NPCUs) in the Member Countries will be established. In this regard, the PCU will provide support and regional planning and management services to implement this project and will also supervise and coordinate the timely delivery of all reports and products to be prepared under the project. The PCU will serve as the focal point for project activities and execution, as well as liaison between the Implementing Agency - UNEP, the Executing Agency - ACTO, and the 8 Basin countries through the NPCUs.

The NPCUs will be responsible for the execution of the project in each of the 8 basin countries. For this purpose, each Member Country will designate a National Coordinator from the respective national technical institution in charge of the project (National Focal Point) and will officially inform the PS / ACTO. The National Coordinator will be responsible for in-country coordination of project activities.

The Regional Project Coordination Unit will be composed of a Regional Coordinator, a Water Resources Management Specialist, a Finance and Administrative Officer, a Communication Specialist and an Administrative Assistant. In this context, a Consultant specialized in international cooperation projects in water resources management will be hired to support the PS/ACTO in the regional coordination of the project: *“Implementation of the Strategic Action Programme to ensure Integrated and Sustainable Management of the Transboundary Water Resources of the Amazon River Basin Considering Climate Variability and Change.”*

2. OBJECTIVES

The Regional Project Coordinator will support the PS/ACTO in the planning of the Organization's water resources framework of action and the overall Project implementation, including the supervision and quality control of all technical activities undertaken or contracted by the ACTO, and will serve as a focal point of coordination for technical information issues and regional coordination of the SAP Implementation Project in the Amazon Basin.

3. RESPONSIBILITIES/TASKS

The consultant shall carry out, in coordination with ACTO and UNEP, the following activities related to regional project coordination:

- Directly supervise the daily work of the PCU through a team of professional, technical and administrative staff;
- Carry out the strategic planning of the Project within the Organization's water resources framework of action, articulating the Project with other on-going ACTO initiatives.
- Articulate the activities of the Project and the Organization's Water Resources Framework of Action with other international initiatives.
- Provide ACTO with a strategic view on Integrated Water Resources Management.

- Oversee the Project's technical and management activities articulated to the Organization's Water Resources Framework of Action, ensuring integrity, articulation, high technical consistency and quality of outputs, outcomes and internal reporting;
- Support the PS/ACTO in the selection of consultants to perform the proposed work and provide guidance in the preparation of technical products, as well as review and approve the respective reports and products;
- Conduct annual planning and provide annual Workplans, budgets and periodic progress reports on technical activities to the Project Steering Committee and other project oversight bodies. The Workplan for the first year will be provided by the Inception phase team;
- Prepare ToR, contract and disbursements requests for consideration by the Project Executing and Implementing agencies.
- Ensure compliance with the Manual of Operations and propose adjustments to the Project Steering Committee.
- Provide secretariat functions for the Project Steering Committee;
- Act as liaison between the PCU and the Steering Committee, National Project Coordination Units and other relevant national and regional collaborating agencies and other stakeholders.
- Coordinate reporting activities to the Implementing Agency (UNEP), Executing Agency (ACTO), and the GEF and ensure compliance with administrative, financial and technical requirements of ACTO;
- Coordinate the development of information management tools to ensure evaluation, monitoring and replication activities, as defined in the Project Document;
- Conduct field visits and international missions, as required, to facilitate project deliverables;
- Coordinate the organization and execution of training and communication activities, including workshops, training sessions, conferences and other meetings required by the workplan;
- Establish and facilitate partnerships with relevant institutions and donors, including governments, international organizations, regional bodies, the academic community and civil society, ensuring alignment with local, national and international policies of ACTO, UNEP and GEF;
- Act as public liaison for the project, coordinating communication and information dissemination to ensure maximum visibility of the project within the region and within the GEF, with guidance from ACTO and UNEP;
- Present work activities and results to stakeholders and other interested parties, including at international conferences;
- Promote mainstreaming the gender approach in the execution of the entire Project and in specific interventions, promoting gender equality and the empowerment of women in the implementation of the SAP, based on a Gender Action Plan for the Project;
- Any other activity required by the PS/ACTO.

4. TRAINING, QUALIFICATIONS AND EXPERIENCE

Academic background

- Professional with a degree in Science, Economy, Political Science, Agronomy, Biology, Social Sciences, and related fields.
- Postgraduate degree in Water Resources Management, Environmental Management, Natural Resources Management, Public Policy, Sustainable Development, International Relations or related field.
- Training (or minimum of 4 year of professional experience) in project management related to water resources.
- Specialization in International Relations or related fields an advantage.

Qualifications

- At least 10 years of professional experience in management and planning of programs and projects related to water resources.
- At least 7 years of professional experience in managing international cooperation projects.
- Experience in the coordination and/or management of at least 2 projects in transboundary issues related to environmental and/or water resources management, experience in coordination and management involving at least 2 or more ACTO member countries will be an asset.
- Experience working in international and/or intergovernmental cooperation organizations (minimum of 5 years).
- Experience/knowledge of the Amazon Cooperation Treaty Organization is an asset.
- Publications and/or papers authored and/or coordinated by the applicant that demonstrate his/her water resources planning and research skills, including programs, management documents, strategies and/or programs, scientific papers related to water resources.
- It will be positively valued if the applicant has experience in the Amazon region, GEF projects and international negotiations.
- Excellent oral and written communication skills.
- Good computer skills (Word, Excel, Powerpoint, etc.).
- Full written and oral proficiency in Spanish/Portuguese and English. Knowledge of other official ACTO language is a plus.

5. CLASSIFICATION CRITERIA

The classification will be carried out considering the following parameters:

Professional Experience	80 points
Interview	20 points

Qualification requirements (eliminary):

No.	Criterion (Yes/No)
1	Bachelor's degree in Sciences, Economics, International Relations, Agronomy, Geography, Biology, Social Sciences and other related fields.
2	Graduate degree in Water Resources Management, Environmental Management, Natural Resources Management, Public Policy, Sustainable Development, International Relations or related field.
3	At least 10 years of professional experience in management and planning of programs and projects related to water resources.

6. CONSULTANT'S TRAINING, QUALIFICATIONS AND EXPERIENCE

Professional experience (up to 80 points)

Specialization/Experience	Profile
Graduate degree in Water Resources Management, Environmental Management, Natural Resources Management, Public Policy, Sustainable Development or related field.	12
Graduate courses and/or training in project management related to water resources, international waters, public policy, international relations or related fields (Graduate-level course - 3 points; course/training - 1 point).	5
7 years in the management and planning of international cooperation projects (minimum required)	10
2 projects that have been coordinated and/or managed related to transboundary issues linked to environmental and/or water resources management. Experience in coordination and management of projects including 2 or more ACTO member countries will be a plus.	10
5 years of professional experience in international and/or intergovernmental	10

cooperation organizations.	
Extensive knowledge of the regional context and experience in the scope of the Amazon Cooperation Treaty Organization.	5
Publications demonstrating his/her water resources planning and research skills - programs, management documents, strategies and/or programs, scientific papers on water resources (2 points per publication - maximum of 10 points).	10
5 years of work experience in coordination and management of GEF projects, international cooperation projects in the Amazon region and international environmental negotiations.	10
Full written and oral proficiency in two of the MC languages (including English) (6 points). Knowledge of other ACTO language is a plus (intermediate level - 1 point, proficiency - 2 points).	8
TOTAL	80

7. DEPENDENCY AND SUPERVISION

The consultant will report to the Permanent Secretariat of the PS/ACTO and will be under the supervision of the Executive Director of the Organization, and should coordinate the implementation of the products with the PS/ACTO's Technical Support Unit (UTA) and UNEP. The PS/ACTO will approve the products of the consultancy.

The consultant will perform his/her duties within the framework of the annual Workplan. The consultant's performance evaluation will be subject to compliance with the Workplan.

8. DURATION

Annual contracts. From the second year onwards, the extension of the contract will be subject to a performance evaluation related to the results of the execution of the Workplan.

9. PLACE OF WORK

The Consultant will provide consulting services in from his/her place of residence and/or at ACTO's offices in Brasilia.

The Consultant should be available to travel internationally.

10. PRESENTATION OF THE APPLICATION

Candidates should submit their applications by email attaching a Letter of Expression of Interest and an updated Curriculum Vitae (CV).

The email should be sent exclusively to the following ACTO email address: selecao@otca.org. In the subject of the email you must refer to: REGIONAL COORDINATOR SAP

Only applications submitted until **December 24, 2021, until 6:00 p.m. Brasilia** will be accepted.