



Government of Samoa

MINISTRY OF NATURAL RESOURCES AND ENVIRONMENT

Matāgaluega o Puna'oa Faalenatura ma Siosiomaga

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Executive Officer, Private Bag, Apia, Samoa.
Faamolemole faatuausi uma mai fesootaiga
uma i le Ōfisa Sili*

PILOT PROGRAMME FOR CLIMATE RESILIENCE (PPCR) OF THE CLIMATE INVESTMENT FUNDS (CIF)
Samoa Enhancing the Climate Resilience of Coastal Resources and Communities Project
Loan No./Credit No./ Grant No. TF015828

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – INDIVIDUAL SELECTION)

Consultant Position: Marine Project Coordinator

The Government of Samoa has received financing from the World Bank toward the *Pilot Programme for Climate Resilience (PPCR) – Samoa Enhancing the Climate Resilience of Coastal Resources and Communities Project*, and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) required is for a **Marine Project Coordinator**

The Ministry of Natural Resources and Environment, through the Division of Environment and Conservation (DEC) invites eligible individuals (“Consultants”) to indicate their interest in providing the Services. Interested Individual Consultants should provide information (curriculum vitae with description of experience in similar assignments, and similar conditions, etc.) demonstrating that they have the required qualifications and relevant experience to perform the Services. Firms may also provide names of qualified individual consultants for the assignment. Only the experience and qualifications of individuals shall be used in the selection process. The criteria for selecting the individual are:

(i). Qualifications

- Diploma or certificate in marine / resource planning or equivalent with relevant physical, environmental or social sciences background (long term work experience is a bonus).

(ii). Specific experience relevant to the assignment

- Minimum 2-3 years relevant project coordination experience and secretarial support;
- Demonstrated experience in project coordination and team work support/player.

(iii). Experience and language

- Proven experience in working in close coordination with Government agencies, civil society, private sector, communities and development agencies;
- Proven understanding and experience of the Government procurement processes;
- Client focus and commitment to results;
- Proven ability to mentor and build capacity of stakeholders including government and village communities;
- Excellent communication and interpersonal skills with the ability to make clear, structured presentations to a broad range of audiences;
- Very good command of both Samoan & English and excellent writing skills and the ability to prepare clear, concise reports in the English and Samoan language; and
- Proven experience of Samoan village protocol (Faa-Samoa) and the Samoan community consultation processes.

- The qualified consultant will be selected in accordance with Section K.7.2 (2) C of the Ministry of Finance Treasury Instructions Section 6 (June 2016) . Firms expressing interest and proposing the name of an individual for the assignment should take note of paragraph K.7.2 (C) of the Treasury Instructions.
- The following documents are available and can be downloaded from the website of MNRE (www.mnre.gov.ws) or the Ministry of Finance (www.mof.gov.ws) under Public Tender Announcements:
 - (i) Terms of Reference; (ii) Appendix A - Sample Format of Curriculum Vitae (CV); and
 - (iv) Appendix B - Draft contract.
- For further information please contact, Seumalo Afele Faiilagi on email afele.faiilagi@mnre.gov.ws or Maria Satoa on maria.satoa@mnre.gov.ws or call +685 67200 and ask for the same. Information can also be obtained from the address below from Monday to Friday 9.00am to 5.00pm, excluding holidays.
- A copy of a **valid business license is required**.
- Expressions of interest must be delivered in a written form (mail, fax, e-mail) to the address below: **by 11.00am local Samoan time on 22 February 2019.**

All EOIs (delivered in person, by mail, fax, or email) must be addressed to: *Chief Executive Officer, Ministry of Natural Resources and Environment, Level 3 Tui Atua Tupua Tamasese Efi Building, Sogi, Apia, Samoa. Attention: Seumaloisalafai Afele Faiilagi, ACEO – Division of Environment and Conservation.*

Sincerely,



Ulu Bismarck Crawley
CHIEF EXECUTIVE OFFICER

PILOT PROGRAMME FOR CLIMATE RESILIENCE (PPCR) OF THE CLIMATE INVESTMENT FUNDS (CIF)
Samoa Enhancing the Climate Resilience of Coastal Resources and Communities Project

TERMS OF REFERENCE

Project Title:	Strengthening of marine and coastal ecosystems as an adaptive measure to safeguard biodiversity and enhance resilience – targeting Aleipata Districts and Falealili District (Upolu Island)
Consultant Position:	Marine Project Coordinator

A. INTRO/CONTEXT

The *Enhancing Climate Resilience of Coastal Resources and Communities (ECR)* project under the Pilot Program for Climate Resilience (PPCR) is managed by the Government of Samoa through the Planning and Urban Management Agency (PUMA) of the Ministry of Natural Resources and Environment (MNRE) and the Climate Resilience Investment Coordination Division (CRICD) of the Ministry of Finance (MoF).

Overall, the project aims to reduce the vulnerability of Samoa’s population and natural environment to climate risks, and enhance the capacity of natural systems and coastal communities to recover from impacts (chronic and acute) associated with climate change and extreme weather events.

The project will develop and implement immediate and urgent project-based activities to adapt to climate change and climate variability; protect life and livelihoods of the people, infrastructure and environment; incorporate adaptation measures and goals into national and sectoral plans; and increase awareness of climate change impacts and adaptation activities in communities, civil society and government. The implementation of appropriate responses will be supported by the program through site specific design of interventions that address the identified climate risks and vulnerabilities and will be led by government agencies and village communities at the national and community level.

The outcome of the CIM Plan consultations emerged some of the immediate climate risks that needs’ to be addressed due to its severe impact not only on the natural environment but also communities. Therefore, the aforementioned project for Aleipata Districts and Falealili focusing on improving community and ecological resilience of marine ecosystems was conceived from the CIM Plan consultations the need to design climate resilience intervention to address the climate risk issues targeting the Aleipata Marine Protected Area (MPA) and Mangrove Ecosystem in Aleipata and Falealili District.

B. BACKGROUND PROJECT

During the Community Integrated Management (CIM) Plan consultations back in April 2017 covering Falealili and Aleipata Itupa i Luga and Aleipata Itupa i Lalo districts, it was noted from discussions with the communities of the two districts the need to revive their Marine Protected Area (MPA) and Mangrove conservation initiative. Representatives from these districts expressed concern about the degraded conditions and status of their MPA especially the increase in invasive species such as the crown of thorns making it difficult for women to do fish gleaning along the coral reef area, as well as some villages experiencing coral bleaching attributed to the increase in temperature and warming of the sea surface. It was clearly noted from concerns raised by representatives the need to revive their

MPA's especially rehabilitating their coral reef ecosystems a major natural resource that support most families' livelihood from tourism activities to fishing.

Similarly, the communities in Falealili district, specifically the village of Vaovai expressed the need to rehabilitate and implement a clean-up of their mangrove ecosystem that covers half of their coastal land area. The village indicated that it was after the tsunami 2009 and Evan 2012 that the water flowing from the mangrove flushing out into the sea is stagnant and at a very slow base of discharge compared to the seawater coming into the mangrove. They made this request since the update of the CIM Plan is focussing on climate change and they feel the deteriorating status of their mangrove is due to climate change if possible to implement a clean-up of their mangrove ecosystem and implement activities that will rehabilitate and improve species breeding within the mangrove such as crabs which is something that the community depended on for livelihood.

The ecosystems located within the marine protected areas (MPA) were amongst Samoa's best remaining examples of coral reef, mangrove and lagoon environments. The people of Aleipata and Falealili are coastal communities, and they depend heavily on the marine environment and resources for subsistence fishing. With increasing population size and improved fishing techniques the local fisheries are severely stressed. Recent surveys show slow coral reef recruitments at the heavily impacted southern Lalomanu area whereas other moderate impacted areas show significant coral recovery and live coral coverage.

The establishment of the Aleipata MPA is to provide for the protection and sustainable use of threatened coastal marine biodiversity within its core and multi-use zones. It is a community based initiative that aims at empowering the people and communities of the district to effectively protect and manage marine biodiversity and help them achieve sustainable use of marine resources. The MPA is an umbrella that enables the district to decide the best way to both use and conserve marine resources to ensure their sustainability and hence their livelihood and also as means of natural adaptation and resilience mechanisms in the face of climate change and natural disasters.

The District directly manages the MPA. The District Committee (DC) has been established which is the executive decision making body of the MPA and is composed of highly respected chiefs one from each village of the district. The primary role of the MNRE is to be the government focal point and to provide the counter parting requirements and administrative assistance. MNRE-DEC's on-going role is to provide technical advice, help secure additional resources and be a supporting agency for the MPA.

C. OVERALL PROJECT OBJECTIVE

The key objective is to enhance ecological resilience of the marine and coastal environment to withstand adverse impacts of climate change on coastal marine biodiversity in Samoa and support community livelihoods, a pilot project - targeting the Marine Protected Area in the two Aleipata districts and reverse the deterioration of the largest mangrove ecosystem within the district of Falealili.

D. ASSIGNMENT OBJECTIVE

The objectives of the Marine Project Coordinator Position are to:

- a) Manage the overall coordination of activities within the project titled: Strengthening of marine and coastal ecosystems as an adaptive measure to safeguard biodiversity and enhance resilience – targeting Aleipata Districts and Falealili District (Upolu Island) ;
- b) Support the Marine Technical Specialist (MTS) and the Principal Marine Biodiversity Conservation Officer (PMBioCO) in providing backstopping assistance in the pre-

arrangements of all field work and in-house office secretarial and coordination of key tasks within the project work program to enable completion of the project within the 12 month period.

E. SCOPE OF SERVICE

The Marine Project Coordinator will provide coordination support specifically focusing on the following tasks:

1. Coordinate the arrangements of district/village consultations for Aleipata District and Falealili District for the development of management plans for mangrove areas and the review and update of the existing Aleipata MPA management plan;
2. Support the MTS during the implementation of community participatory consultations and workshops with Districts/ villages (Aleipata and Falealili) to engage their perspectives on assessing the gaps and strengthening the updated management plan for Aleipata MPA and newly established management plan for Mangrove Areas in Falealili;
3. Coordinate arrangement and implement district/village consultations to revive or formulate a MPA District committee to oversee the overall management of the Aleipata MPA including the review and update of existing framework(s) for such committee to ensure good governance and effective management, compliance and enforcement as well as implementation and monitoring of adaptive measures on CC identified in the Management Plan to ensure the project sustainability;
4. Lead the logistical arrangements and support the MTS in the coordination of the marine biodiversity rapid assessment for the Aleipata MPA – mapping the status of marine species diversity, invasive species (COTs), coral reef ecosystem, mangrove habitats and impact from climate change (coral bleaching). Include village communities in the implementation of the marine biodiversity rapid assessments and DEC staff;
5. Provide logistical support for the implementation of the training for village communities within the Aleipata MPA on the removal of COTs from the inshore area;
6. Coordinate and provide support through logistical arrangements to the Marine Technical Specialist (MTS) on essential technical trainings for communities within the MPA including the implementation of coral gardening activity at 3 selected pilot sites and the demarcation of identified No-Take-Zones;
7. Coordinate and provide logistical support for the implementation of the mangrove audit for the Aleipata and Falealili Mangrove Areas with emphasis on climate change issues and identified resilience interventions for an adaptation program – include village participants from Aleipata and Falealili District in the implementation of the mangrove audit;
8. Provide logistical coordination and liaise with communities for the implementation of restoration and rehabilitation activities for mangrove areas mainly replanting and a post tsunami 2009 and cyclone Evan 2012 massive clean-up of the Aleipata and Falealili Mangrove area, removing large debris clogging the flow of water within the mangrove areas;
9. Coordinate and liaise with communities to establish waste bins as a waste management tool towards restoration and rehabilitation of mangrove areas;

10. Lead logistical arrangements and support the MTS to source and stock giant clams and/or trochus for reef restocking of suitable sites at Aleipata MPA;
11. Arrange the set-up of a Project Steering Committee (PSC) within DEC (Chaired by the ACEO-DEC or PMBioCO) to monitor and provide technical advice to the project team during the life of the project and act as secretariat to the Project Steering Committee;
12. Coordinate the recruitment of a communication firm or individual to prepare all communication materials and work closely with the selected firm / individual in the design and development of communication materials (brochures, short video documentary 7-15minutes; project banners; and publication and printing of project reports and management plans);
13. Coordinate the recruitment and provide logistical arrangement for the diving training for DEC Marine Staff and MPA Village Communities;
14. Coordinate and provide logistical support for the implementation of COTs control operation and the sourcing of giant clams and/or trochus for restocking of suitable sites within the Aleipata MPA;
15. Implement and facilitate the procurement of goods, works and services as stated in ANNEX A of the Funding Agreement pertaining to this specific district level sub-project.

F. DELIVERABLES

Upon submission and approval by the ACEO of the Division of Environmental and Conservation (DEC) of MNRE of the following:

1. A presentation (after 2 weeks of contract signing) to include detailed work plan for the duration of the project (12 months) including dates for deliverables to be submitted;
2. Arrange Project Steering Committee Meeting once a month and prepare monthly reports and plans updating the ACEO-DEC, and Project Steering Committee on the progress of project implementation;
3. MPA district committee established with governance framework in place;
4. Support the MTS in the preparation of bi-monthly project reports highlighting key achievements and lessons learned for the project;
5. Prepare the TOR and recruitment of the Communication firm or individual and make arrangements for advertisements liaising with the PMBioCO for guidance and approval of the TOR;
6. Coordinate and prepare all logistical arrangements for community consultations/workshop, field activities and internal meetings for the project;
7. Prepare minutes of the Project Steering Committee meetings and circulate prior to the PSC;
8. Coordinate the printing of all communication materials relating to the project and dissemination to partners government agencies and district/village communities;
9. Waste bins established to manage waste;

10. Prepare all TYs, provide quotes and make payments to vendors on behalf of the project under the guidance and approval of the PMBioCO;
11. Provide support to the MTS and the PMBioCO as requested from time to time.

G. QUALIFICATIONS AND EXPERIENCE REQUIRED:

The Marine Project Coordinator can be an 'individual consultant' or an 'individual nominated as part of a firm' and this consultant should provide information demonstrating the required qualifications and relevant experience to perform the services. The criteria for selecting the individual include:

(i) Qualifications

- Diploma or certificate in marine / resource planning or equivalent with relevant physical, environmental or social sciences background (long term work experience is a bonus);

(ii) Specific experience relevant to the assignment

- Minimum 2-3 years relevant project coordination experience and secretarial support;
- Demonstrated experience in project coordination and team work support/player;

(iii) Experience and language

- Proven experience in working in close coordination with Government agencies, civil society, private sector, communities and development agencies;
- Proven understanding and experience of the Government procurement processes;
- Client focus and commitment to results,
- Proven ability to mentor and build capacity of stakeholders including government and village communities;
- Excellent communication and interpersonal skills with the ability to make clear, structured presentations to a broad range of audiences; and
- Very good command of both Samoan & English and excellent writing skills and the ability to prepare clear, concise reports in the English and Samoan language.
- Very good command of Samoan village protocol (Faa-Samoa) and the Samoan community consultation processes.

H. BEHAVIORAL ATTRIBUTES

The project to which this position relates is a high profile effort by the Government of Samoa to tackle key strategic risks arising from climate change and natural hazards. Samoa has been a pioneer in the Pacific in introducing best practices into its operations; it is essential that team members continue to reflect this approach in all their activities.

The successful applicant will demonstrate their suitability to build relationship and rapport with all levels of staff and partners, and work as part of the team, and provide advice, mentoring and training to colleagues.

I. IMPLEMENTATION AND REPORTING ARRANGEMENTS

The Ministry of Natural Resources and Environment is the lead implementing agency for the PPCR-ECR project and works closely with other key implementing agencies of Government.

The Marine Project Coordinator will be based in MNRE and will be responsible to the ACEO-DEC through the Principal Marine Biodiversity Conservation Officer. The project is under the oversight of the Climate Resilience Steering Committee chaired by the CEO MOF.

J. DURATION

This position will be on a time-based consultancy contract arrangement with full-time commitment for 12 months. The contract is subject to a probationary period of six (6) months. The position may be extended for another 12 months if needed and agreed between Parties.