

# **Saint Vincent and the Grenadines**

SVG Coastal and Marine Ecosystems Management Strengthening Project

Biodiversity

GEF Grant No. TF0B8353

Project ID No. P172980

## **Data Collection and Management Specialist**

### **SVGCMEMS-C-IC-7**

Saint Vincent and the Grenadines has received financing from the World Bank toward the cost of the **SVG Coastal and Marine Ecosystems Management Strengthening Project**, and intends to apply part of the proceeds for consulting services of a Data Collection and Management Specialist.

The consulting services (“the Services”) include Data Collection and Management Specialist will support the process by providing specialist technical inputs on data collection and management of information for the NEDIP. S/he will provide leadership and guidance on component 3 of the project and provide technical advice on data collection, analysis, and use, reflecting best practices designed to improve data quality and use, and ultimately advance environmental management in SVG.

This is a fulltime consultancy with an overall duration of two (2) fiscal years.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: <https://www.gov.vc/index.php/request-for-expressions-of-interest> or can be obtained at the address given below.

The **Economic Planning Division, within the Ministry of Finance, Economic Planning and Information Technology**, now invites eligible Individual Consultants (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- Bachelor’s degree and 6 years’ experience; or Master’s degree and 3 years’ experience in mathematics, statistics, information technology, evaluation, MIS or a similar field

#### *Experience and Skills*

- Minimum of three (3) years of experience in managing both qualitative and quantitative data sets, preferably in donor-funded related activities

- Previous work experience in environmental or scientific data management with strong analytical/database skills
- Familiarity with geo-coding and/or GIS
- Understanding of knowledge management
- Demonstrated professional knowledge of data processing software, such as SPSS
- Ability to continually analyze data at all stages for problems, logic, and consistency.
- Ability to manage and readjust workload to meet changing deadlines with minimal supervision.
- Strong organizational and communication skills are required
- M&E training/capacity building experience is an asset

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 [*revised November 2017, August 2018 and November 2020*] ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the **Individual Consultant Selection** method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours ***0900 to 1300 hours.***

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 **April 28, 2023**.

Economic Planning Division  
Attn: Recardo Frederick  
Director of Economic Planning  
1<sup>st</sup> Floor Administrative Centre  
Bay Street, Kingstown  
Saint Vincent and the Grenadines  
Tel: 784-457-2182

E-mail: [edfpmcu@svgcpd.com](mailto:edfpmcu@svgcpd.com), [cenplan@svgcpd.com](mailto:cenplan@svgcpd.com), [scstewart@svgcpd.com](mailto:scstewart@svgcpd.com),  
[medwards-john@svgcpd.com](mailto:medwards-john@svgcpd.com); [alockhart@svgcpd.com](mailto:alockhart@svgcpd.com), [tourism@gov.vc](mailto:tourism@gov.vc)