

SVG Coastal and Marine Ecosystems Management Strengthening Project

Terms of Reference

Pilot Site Coordinator

1. Background

The SVG Coastal and Marine Ecosystems Management Strengthening Project seeks to address the challenges for coastal and marine management in St. Vincent and the Grenadines, including anthropogenic pressures, institutional fragmentation, policy and regulatory inadequacies, and lack of adaptive capacity through data-driven solutions. The Project will be funded by a GEF Trust Fund grant in the amount of US\$3.65 million and will contribute to the GEF-7 biodiversity focal area—to maintain globally significant biodiversity in landscapes and seascapes—through improved management and protection of the country’s coastal and marine biodiversity.

The project includes three key interacting components implemented in parallel. Component 1 supports institutional strengthening for coastal and marine management across all relevant sectors and will address challenges of institutional fragmentation and policy and regulatory inadequacies primarily through support to better operationalize the National Ocean Coordination Committee (NOCC) and achieve actions under the National Oceans Policy and Strategic Action Plan (NOPSAP). These activities will indirectly affect anthropogenic pressures through more robust and consistent enforcement of policies and monitoring to ensure the sustainable use of coastal and marine resources.

Component 2 will support pilots to demonstrate spatial planning and innovative financing arrangements, environmental mitigation and management, participatory conservation and protection, improved livelihoods, nature-based tourism, and alternative natural resource use. The identified pilot sites include (a) St. Vincent Southeast Landscape/Seascape: Brighton; (b) Grenadines Landscape/Seascape: Union Island and Tobago Cays Marine Park (TCMP); (c) Leeward Coast: Richmond Beach, Chateaubelair Bay; and (d) Colonarie Beach. Pilot projects at these sites will test approaches for mitigating anthropogenic pressures on coastal and marine resources, and the lessons learned from the pilots will inform adaptive capacity through policy measures in Component 1 and data management in Component 3.

With regard to the latter, Component 3 will support the development of a permanent and publicly accessible knowledge and data repository within a new National Environmental Data and Information Platform (NEDIP), beginning with existing coastal and marine data. Relevant and available biophysical and planning information will be maintained there, as well as information on pilot activities. This component will address the challenges of adaptive capacity by enhancing data, analysis, and monitoring of coastal and marine resources to inform data-driven approaches. The NEDIP will help provide data to guide decision-making and reduce some uncertainties and institutional conflict. It will also serve

as a primary mechanism for ensuring accountability for results by facilitating effective monitoring and evaluation of the project and sharing of timely, relevant, and unambiguous information about the Project's monitoring & evaluation findings with the project's beneficiaries and stakeholders.

In addition to the above 3 key components, component 4 'Project Coordination and Management' will support the direct equipment, and operational and incremental staff costs for project coordination and management. The Sustainable Development Unit (SDU) under the Ministry of Tourism, Civil Aviation, Sustainable Development & Culture will be responsible for implementing the project.

2. Objective

The objective of Component 2 which will be completed under this consultancy is to demonstrate spatial planning, participatory conservation, and innovative financing arrangements through on-the-ground investments in four target coastal and marine pilot sites. This component will complement Component 1 through a continuous feedback loop by incorporating outcomes of analyses and policies in pilot site activities to ensure these approaches are consistent and subsequently, feeding lessons learned from what is tested in the pilots into policies and NOCC management and coordination of coastal and marine resources. Furthermore, the outcomes of pilot site activities will be reflected in Component 3 through the NEDIP and communications and knowledge management efforts to scale-up adaptive management and good practices.

The identified pilot sites (see Annex 2 for more information) include: (i) St. Vincent Southeast Landscape/Seascape: Brighton; (ii) Grenadines Landscape/Seascape: Union Island and Tobago Cays Marine Park (with potential to include Salt Whistle Bay); (iii) Leeward Coast: Richmond Beach, Chateaubelair Bay and (iv) Colonarie Beach. These pilots will be undertaken through: (i) technical assessments to identify the current knowledge, capacity, and implementation gaps and good practices for integrated coastal and marine spatial planning given the unique characteristics of the sites; (ii) enhancing capacity building, training and public-private-community partnerships for promotion of new models for participatory management of inshore areas, sustainable fisheries, and nature-based tourism benefit sharing; and (iii) pilot a number of interventions to test approaches to integrated coastal and marine spatial planning with a focus on improving local livelihood opportunities for nature-based tourism and biodiversity conservation.

The activities that will be piloted through on-the-ground investments shall be finalized through the technical assessments conducted for each site. However, an indicative list of pilot interventions based on government priority, stakeholder interest and demonstration conservation potential has been identified in Annex 2. The assessment and planning of the integrated activities at the pilot site level would be undertaken by qualified regional or local Non-Governmental Organizations (NGO) or firms (that have demonstrated expertise and track record) through a contractual agreement at the early stage of project implementation. The implementation arrangement of the piloting shall be finalized based

on the assessment. The piloting activities will promote approaches to strengthen the role and participation of women in the relevant coastal and marine productivity sectors.

3. Tasks and responsibilities

The Pilot Site Coordinator will report to the Project Coordinator S/he will have overall responsibility for the following areas:

1. Supervise the work of the NGOs for each pilot site and coordinate and oversee the successful implementation of all pilot sites activities
2. Coordinate with the NGOs to plan training, workshops and meetings
3. Support the development of operations manuals for each of the pilot sites to govern the collaborative work of agencies managing coastal and marine ecosystems
4. Provide support in the development of a biodiversity inventory. The inventory will be used in the development of the NEDIP under component 3.
5. Maintain detailed records of site activities and any incidence and issues encountered
6. Engage and foster relationships with local community members and develop training programs that would educate residents with new skills to support the conservation of coastal ecosystems
7. Make recommendations and provide guidance for the development of community based public awareness initiatives for pilot sites
8. Liaise and consult with the various stakeholders and project partners that are related to the relevant pilot site activities under the project as needed
9. Participate and report in meetings with PIU, TAG and PSC, inter alia inception, validation and project closure workshops and PSC meetings
10. Submit monthly progress reports – inclusive of anticipated and completed activities and expenditure, as guided by the approved project workplan

4. Duration, location, coordination and reporting arrangements

The following are the required information related to the assignment.

- **Duration.** The Pilot Site Coordinator is a full-time position. The overall duration will be for two (2) fiscal years. The initial contract duration would be one (1) year, then renewable based on upon satisfactory job performance in accordance with the contractual policies of the Project Executing Agency.
- **Location.** The Pilot Site Coordinator will be assigned a workspace within the PIU at SDU and will be required to visit the field and to participate in face-to-face or virtual meetings, as required.
- **Payment schedule-** The remuneration shall be paid monthly upon submission of invoices, supported by Attendance Report, Work Plan and/or Work Plan Progress Report and other Deliverables which will be further elaborated in the Contract.

5. Qualification and Experience

- Bachelor's Degree in environmental management, environmental studies, conservation studies, natural resource management, project management or relevant areas.
- Professional experience of five years or more in conservation planning and implementation
- Familiarity with priority conservation species in SVG
- Familiarity with coastal biodiversity management in SVG or other Caribbean Island
- Broad understanding of climate change and climate change adaptation
- Proven ability to work with other government and private entities, stakeholders and local communities
- Knowledge on ecotourism with a specialization profile in environmental impact assessment;
- Previous experience with GEF projects is an added plus;

6. Competencies

- Knowledge of Mapping and landscape/seascape planning and zoning for conservation, mining, recreation and declaration of turtle sanctuary would be an asset
- Ability to communicate effectively orally as well as an excellent level of written skills in order to be able to present, negotiate and summarize work sessions;
- Good skills for efficient facilitation during meetings between various stakeholders (government, NGOs, CBOs, international community and community levels).
- Ability to work both independently as well as in coordination with the local project team in an interdisciplinary manner
- A good understanding of challenges linked to biodiversity conservation versus natural resource use, and particularly when integrating ecotourism into conservation management
- Ability to produce high quality reports, publications and project proposals;
- Possess strong analytical, communication, writing and reporting skills in English and exhibit excellent organizational skills
- Effective time management skills and ability to work within deadlines

7. Terms and Conditions

The successful candidate will be employed on a contractual basis and stationed at the Sustainable Development Unit. Employment will be over a three-year period. The initial contractual period shall be for two-years, with option for renewal, based upon satisfactory job performance in accordance with the contractual policies of the Project Executing Agency.

8. Applications

Applications should be submitted in English Language with CV, including nationality, date of birth, work experience, educational qualifications, summary of professional skills and/or expertise, language proficiency, list of professional publications, contact information (including email addresses) of three references, and other relevant information, should be addressed to: Mr. Recardo Frederick, Director of Economic Planning, Administrative Building, St. Vincent and the Grenadines VC0100 email: cenplan@gmail.com. Details: Applications must be submitted by:

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