



Terms of Reference

Monitoring and Evaluation Specialist to support the Benguela Current Convention

1. BACKGROUND

The Benguela Current Convention (BCC) is a multi-sectoral organisation established by the republics of Angola, Namibia and South Africa (Parties) to spearhead regional collaboration for integrated management, sustainable development and protection of the environment using an ecosystem approach to ocean governance in the Benguela Current Large Marine Ecosystem (BCLME). The BCC is the first inter-governmental Convention in the world to be based on the Large Marine Ecosystem (LME) concept of ocean governance – a move towards managing transboundary resources at the larger ecosystem level (rather than at the national level) and balancing human needs with conservation imperatives.

The work of the BCC, which is guided by a five-year Strategic Action Programme (SAP) and its accompanying Implementation Plan, is coordinated by its Secretariat based in Swakopmund, Namibia. Among key responsibilities of the Secretariat are to (a) provide services to all the BCC structures to facilitate the execution of their functions; (b) source resources, additional to the contributions made by the Parties, to carry out and implement the programmes of the Commission; and (c) establish partnerships with other organisations.

The BCC in partnership with the United Nations Development Programme (UNDP) and with financial support from Global Environment Facility (GEF) is implementing a project titled “Improving Ocean Governance in the Benguela Current Large Marine Ecosystem” (BCLME III Project). The BCLME III Project is designed to contribute to a coordinated regional approach to the long-term conservation, protection, rehabilitation, enhancement and sustainable use of the Benguela Current Large Marine Ecosystem (BCLME) in order to provide economic, environmental and social benefits and well-being to the region. The project is specifically supporting the BCC to implement the Strategic Action Programme by putting in place policy, legal and institutional arrangements in relation to the Convention and strengthening capacity for its implementation.

One of the project outputs under capacity development (component 3 of the project) is to develop and implement a results-based monitoring and evaluation (M&E) system for the BCC with appropriate indicators.

The BCC Secretariat is seeking a services of a Monitoring and Evaluation Specialist to develop the M&E system for the BCC, oversee its implementation and strengthen the capacity of the BCC and the BCLME III Project in monitoring, evaluation, knowledge management and reporting.

2. SCOPE OF WORK

Working under the supervision of the Deputy Executive Secretary or his/her designate, the M&E Specialist will assist the BCC to develop and implement a M&E system. The M&E Specialist will work closely with the BCC Secretariat to carry out the following tasks:

- i. Review and improve the current M&E framework which is linked to the BCC Implementation Plan, to enable monitoring and evaluation for results, adaptive management and reporting on the current SAP (which is expected to come to an end in 2021);
- ii. Develop a M&E framework and tools for the next SAP which is currently under development. This will include reporting tools on the implementation of the SAP by for the Secretariat and Parties.
- iii. Support the BCC to develop results-based reporting tools to be used by the different structures and projects;
- iv. Provide training to the BCC Secretariat, structures (where relevant) and projects on monitoring, evaluation, knowledge management and reporting;
- v. Provide guidance on knowledge products (e.g. publications, policy/information briefs, annual reports etc.) to be developed by different structures and projects;
- vi. Coordinate formulation of BCC monitoring and progress reports (quarterly and annually);
- vii. Review M&E plan for the BCLME III Project and recommend improvements;
- viii. Review M&E reports of the BCLME III Project;
- ix. Identify and synthesise best practices, policy recommendations and lessons learned from BCC projects and programmes into knowledge products;
- x. Undertake any other tasks related to M&E for the BCC and/or BCLME III Project.

3. EXPECTED OUTPUTS AND DELIVERABLES

The following outputs and deliverables are expected:

- i. Detailed work plan indicating agreed outputs, deliverables, approach and timelines
- ii. Updated monitoring and evaluation plans for the BCC SAP and BCLME III Project
- iii. Monitoring tools for the BCC and BCLME III Project
- iv. Monitoring and progress reports for BCC and BCLME III Project
- v. Knowledge products

4. WORKING ARRANGEMENT

This is a home-based assignment with travels to the BCC Parties (Angola, Namibia and South Africa) as necessary. All travels shall require prior authorisation by the BCC.

It is anticipated that the services of the M&E Specialist will be required from October 2020 to September 2021. It is estimated that the M&E Specialist will be engaged with the BCC for up to 10 days per month (120 days per year).

5. QUALIFICATIONS, COMPETENCIES AND SKILLS

- A Postgraduate qualification in monitoring and evaluation;
- A qualification in marine sciences, natural resources management or in similar fields will be an added advantage;
- Demonstrated experience of at least 5 years in monitoring and evaluation, results-based management;
- Knowledge and experience in project management setting involving multi-lateral/ international funding agency. Experience with GEF and UNDP will be an added advantage.
- Excellent English communication skills required, both written and oral. Working knowledge of Portuguese would be highly advantageous;

- Team player, with excellent organizational, training design and delivery, and time management skills;
- Must be a national from one of the three BCC countries;
- Strong communication and coordination skills.

6. SUBMISSION OF APPLICATION

The deadline for the submission of applications is **18 September 2020**

Applicants will submit an expression of interest detailing the knowledge and skills of the Specialist; a proposed approach to deliver on outputs with time lines and a quotation for the services. Applicants should also submit a Curriculum Vitae (CV), certified copies of qualifications and identification document.

Applications should be submitted electronically to laimy@benguelacc.org