



Ministry of Environment, Climate Change and Technology
Male', Republic of Maldives



Date:

Announcement Reference:

Terms of Reference
Individual Consultancy – National Technical Coordinator

- A. Project:** Integrated, Sustainable and Low Emissions Transport in the Maldives
- B. Position:** National Technical Coordinator
- C. Location:** Based at the Ministry of Environment, Climate Change and Technology (with travel to project islands across the country as required)
- D. GEF Thematic Area:** Climate Change
- E. Type of Contract:** Individual Contract
- F. Type of Consultancy:** National
- G. Estimated Starting Date:** June 2021
- H. Duration of Contract:** Three years
- I. Remuneration:** 26,000/- per month

Project background: The objective of the project is to promote an integrated, sustainable and low-emissions transport system and reduce GHG emissions and air pollution from the transport sector as well as address energy security by reducing fossil fuel imports. The project will result in an integrated urban and transport plan that leads to enhanced coordination among various government stakeholders and development of projects to enhance mobility for the residents with public and low emission transport infrastructure. The visibility of demonstration of the projects for e-buses and e-bike sharing schemes backed with the campaigns to create awareness of users, the benefits for sustainable low-emission transport options is expected to create a buy-in among policy makers and stakeholders to scale of investments in sustainable low emission transport options. The project will support development of measurable, reportable, and verifiable (MRV) system to measure emissions and reduction. This system will track and assess the benefits/ impacts of sustainable low-emissions transport options. This increased information and its tracking on use of sustainable low-emission transport will create greater awareness of benefits in policy makers and users to continuously integrate new and emerging sustainable and low-emission transport options. Information from demonstration projects and tracking of information on use of sustainable low-emission transport will create greater awareness of benefits in policy makers and users

The proposed project is structured across three components, which are necessary to address the barriers and facilitate the successful implementation of the baseline efforts to achieve an integrated, sustainable, and low-emissions transport system:

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- Component 1: Institutionalization of integrated sustainable low-carbon transport and development of regulatory framework and policies
- Component 2: Short-term barrier removal and scaling-up investments through low-emission sustainable transport demonstrations
- Component 3: Preparing for scale-up, monitoring, awareness creation and replication of integrated sustainable low-emission transport

J. Scope of Work and Responsibilities:

Main project management duties:

- Ensure that project implementation is carried out according to the project design and the outputs are delivered and outcomes achieved to the required standards of quality within the approved timeframe and budget.
- Contract required consultants and agencies for the project as per the project document
- Supervise and manage the staff, experts, subcontractors, and implementing partners working on the project.
- Maintain regular communication with relevant ministries, governmental agencies, co-finance partners, Project Steering Committee members, and all other key stakeholders.
- Organize and facilitate the inception workshop, project steering committee meetings and other project meetings.
- Undertake timely reporting to the National Project Director at the Ministry and the Implementing Agency as per the M&E Plan and the project cooperation agreement requirements.
- Prepare annual workplans and budgets and any revision of budgets and update the project Procurement Plan, as per the requirements.
- Identify and mitigate the risks through preparation of effective mitigation strategies and implementation of mitigations measures.
- Track project achievements against the Results Framework, Core Indicator worksheet and Gender Action Plan.
- Ensure the gender aspect are incorporated and implemented in the project activities.

Main technical duties:

- Support the project for the green urban landscape by providing inputs on low emission urban transport planning in the national context
- Provide inputs around urban landscape towards preparation of policies, regulations and frameworks, as part of the proposed project
- Work closely with the International Expert on Urban Transport Planning to work out best practices and models, which can be customized in the local context
- Bring private sector investment and participation on board to support the scale-up of project interventions.

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K. Minimum Qualifications:

- Minimum Masters degree in a relevant area in the field of environment, management or administration etc.
- Minimum of 5 years relevant work experience (relevancy in areas such as environment, energy, transport, urban planning, project management, etc.)

Evaluated skills:

- Previous similar work experiences in a donor funded project
- Demonstrate solid knowledge of national priorities related to energy efficiency, mitigation/adaptation to climate change, air pollution and sustainable transport.
- Experience in working within the government
- Experience in budget preparation and project management.
- Fluency in English and Dhivehi including report writing and communication skills
- The ability to conduct consultations and create synergy of the group/ subgroups to complete the consultation effectively and efficiently.

L. Check-list of documents for submission.

The following documents are a minimum requirement in order to evaluate the applicant.

- ID card copy
- CV (clearly stating the starting and ending month for previous experiences)
- Copies of **relevant** higher degree certificate and/or transcripts
- Letters of experience

Any other documents that may support the application are also accepted.

M. Evaluation Criteria

Only candidates who meet the minimum qualifications listed in K. and submit the documents listed in L. will be selected for interview. Evaluation will be based on the following criteria:

Selection Criteria	Weightage (%)	Documents evaluated
Relevant academic qualification	30	Copies of certificate (and/or transcripts) only
Relevant experience	30	Letters of experience only
Interview	40	-

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	Criteria and scale	Max weight (points)	Documents evaluated
1. Relevant academic qualification			
1	Minimum Masters degree in a relevant area in the field of environment, management or administration etc.	30	based on relevancy of copies of higher degree certificate (and/or transcript)
2. Relevant experience			
2.1	Minimum of 5 years relevant work experience (relevancy in areas such as environment, energy, transport, urban planning, project management, etc.)	20	based on letters of experience (not CV)
2.2	Any similar work experience on a project	5	based on letters of experience (not CV)
2.3	Any experience in working within the government.	5	based on letters of experience (not CV)
3. Interview			
3	<ul style="list-style-type: none">• Work experiences• Demonstrate solid knowledge of national priorities related to energy efficiency, mitigation/adaptation to climate change, air pollution and sustainable transport.• Experience in working within the government• Experience in budget preparation and project management.• Fluency in English and Dhivehi including report writing and communication skills• The ability to control the consultation process and create synergy of the group/ subgroups to complete the consultation effectively and efficiently.	40	-