



**Ministry of Tourism and Environment**  
Republic of Maldives

**TERMS OF REFERENCE**

Project Manager - Blue Capital for Prosperity and Climate Resilience Project (BCPCR)

Date: 5 May 2025

Announcement Reference no: (IUL)88-ADHR/88/2025/196

**Project:** Blue Capital for Prosperity and Climate Resilience Project (BCPCR) (Project Preparation Grant)

**Position:** Project Manager

**Type of Contract:** Individual

**Thematic Area:** Environment Conservation and Resource Mobilization

**A. PROJECT BACKGROUND**

The Government of the Republic of Maldives through the Ministry of Tourism and Environment, as the lead Executing agency, is implementing Blue Capital for Prosperity and Climate Resilience (BCPCR) project financed by the Global Environment Facility (GEF) and the World Bank as the GEF Implementing Agency. The main objective of the project is to establish a long-term Nature-Based Solution (NbS) financing mechanism to improve the country's natural capital, maintain its globally significant biodiversity and increase its climate-resilience, with a focus on marine protected areas of Lhaviyani atoll.

The project focuses on three components:

**Component 1 - Enabling the long-term financing of Nature-based Solutions** - The focus of this component is to establish a long-term financing mechanism to protect natural capital and

enhance NbS for increased resilience. As such, this component will focus on establishing a Fund called ‘Maldives Nature Fund (MNF)’ The MNF will provide medium and long-term financing to natural capital investments in the Maldives, including protected area network and a wider range of NbS.

**Component 2 - Piloting a Nature-based Solutions implementation framework.** The second component of the project will design, pilot and scale-up an NbS implementation framework for the Maldives

**Component 3 focuses on project management, monitoring and knowledge management.** This component will support the overall management of project activities, the comprehensive monitoring of the implementation progress and outcomes and knowledge management of the project

Hence, the Government of the Maldives through the Ministry of Tourism and Environment is seeking a competent person as a full time Project Manager (PM) to manage the initial stages of the Blue Capital for Prosperity and Climate Resilience Project and lead a team of different disciplines.

## **B. OBJECTIVE OF THE ASSIGNMENT**

The objective of this assignment is to carryout the operational management of the project in accordance with the project documents including the Financial Agreements, Project Appraisal Documents and Operation Manuals of the Project to produce the envisaged outputs, in collaboration with the project team and stakeholder agencies, ensure all the implementation arrangements of the project activities are carried out smoothly and on time.

## **C. SCOPE OF THE ASSISGNMENT:**

The Project Manager (PM) will be the leader of Project Management Unit (PMU) and responsible for the overall management of the project including the mobilization of all project inputs, supervision over project staff, consultants and contractors and facilitation and administration of the Project Steering Committee (PSC). The PM will support the Project Director who will be responsible for meeting government obligations under the Project. The PM will perform a liaison role with the government, World Bank and other agencies, Civil Society Organizations (CSOs), project partners, and maintain close collaboration with other donor agencies providing co-financing.

The overall responsibilities of the Project Manager include, but are not limited to the following:

1. Operational management of the project according to the Financing Agreements, Project Appraisal Documents and Operations Manuals of the Projects to produce the envisaged outputs
2. In collaboration with the Project Team and Stakeholder agencies, ensure all implementation arrangements of project activities are carried out smoothly
3. Identification and resolution of implementation problems, with the guidance of the Project Team, Project Director, Ministry of Finance, other partner agencies, and the World Bank
4. Assume operational management of the project in line with the respective Project Financing Agreements, Project Appraisal Documents and Operations manuals;
5. Oversee the activities of the Project Management Unit (PMU) and Project Implementation Unit (PIU) and project coordinators and staff to ensure the timely delivery of services to the Project;
6. Ensure that team members carryout tasks outlined in their ToR, Action plans in a timely manner, conduct staff appraisal and provide feedback;
7. Ensure all processes and procedures detailed in the operations manuals are fully implemented and complied with;
8. Liaise with Project stakeholders, Advisors and Coordinators to ensure timely and coordinated implementation of project activities and relevant stakeholder activities;
9. Ensure that guidance and direction provided by the Project Steering Committee are incorporated into the relevant Project components;
10. Ensure the Project activities are developed and managed in line with Government policies, donor requirements, and safeguard requirements are complied with;
11. Liaise with Projects stakeholders, Advisors and coordinators to ensure the timely generation of (i) terms of references for consultancies and non-consultancy service providers, (ii) specifications for works, goods and equipment to be procured under the Projects, and (iii) necessary bidding documents and contract forms are customized to the need of the project;

12. Participate in document review, evaluation and other relevant committees that may be formed under the Projects as required;
13. Ensure coordination within the PMU for World Bank review missions, independent review missions, and/or reviews carried out by other relevant Government of Maldives authorities as required;
14. Act as the official contact person within the PMU for the World Bank in relation to technical, fiduciary, and safeguards requirements for project implementation;
15. Ensure information, reports and other documentation requested by the Project Director for review and/or for presentation to PSC are provided in a timely manner;
16. Ensure all relevant information, documents and reports are made available for review during World Bank review missions, by independent reviewers and/or review by other relevant Authorities of Government of Maldives;
17. Ensure smooth implementation of project activities, resolving implementation challenges with guidance from relevant stakeholders and agencies.
18. With the help of the Procurement Specialist, coordinate the recruitment and selection of project personnel and the procurement of consultants and contractors, including drafting terms of reference and work specifications and overseeing all consultants' and contractors' work
19. With the help of the Procurement Specialist, supervise all procurement processes of consultants and contractors
20. With the help of the Procurement Specialist, prepare, revise and submit project work and financial plans, as required by PSC and World Bank.
21. With the help of the Procurement Specialist, liaise with contractors, suppliers, project staff, and government authorities to facilitate seamless project execution.
22. With the help of the Procurement Specialist, facilitate administrative support to consultants and contractors, who implement project activities including training activities supported by the Project.

23. With the help of the Financial Management Specialist, monitor financial resources and accounting to ensure accuracy and reliability of financial reports, submitted on a quarterly basis.
24. With the help of the Financial Management Specialist prepare and coordinate activities of annual audit and interim and final independent evaluation to be conducted by an external consultant or audit firm.
25. Manage and monitor the project risks initially identified and report new risks to the Project Director assigned by the Ministry and the PSC for consideration and decision on possible actions if required
26. Reporting to the Project Director on all aspects of Project implementation throughout the duration of the project
27. Oversee the work of all PMU staff

#### **D. REQUIRED QUALIFICATION AND EXPERIENCE**

The Project Manager is expected to meet the following **minimum qualifications** and should provide CVs and supporting documents for the following requirements:

*Minimum qualification:*

- Master's degree in project management, administration, environment, conservation, resource mobilization or in any relevant field.
- Five (5) years of work experience in management, administration, environment, conservation, resource mobilization or in any relevant field.

**OR**

- Bachelor's degree in project management, administration, environment, conservation, resource mobilization or in any relevant field.
- Ten (10) years of work experience in management, administration, environment, conservation, resource mobilization or in any relevant field.

*Other evaluated Qualifications/Skills:*

- Strong leadership, managerial and coordination skills, with a demonstrated ability to effectively coordinate the implementation of large multi-stakeholder projects, including financial and technical aspects.
- Ability to administer budgets, train and work effectively with counterpart staff at all levels and with all groups involved in the project.
- Ability to supervise Project Management Unit and to coordinate Project Steering Committee in their implementation of technical activities in partnership with a variety of subnational stakeholder groups, including community and government.
- Sound understanding of Protected Areas regulation and other relevant Laws and Regulations.
- Ability to work with a wide range of stakeholders across various sectors and at all levels, to develop durable partnerships with collaborating agencies
- Experience in managing stakeholders at local and national level including, working with local institutions
- Sound understanding of government procurement practices
- Strong knowledge about the political and social-economic context related to the issues of Maldivian Protected and Conserved area at national and subnational levels
- Previous experience with donor funded projects
- Strong communication skills, especially in timely and accurate responses to emails, drafting, presentation and reporting skills
- Very good inter-personal skills, including facilitation of meetings, and experience with networking
- Proficiency in the use of computer software applications, especially MS Word and MS Excel
- Excellent language skills in Dhivehi and English (writing, speaking and reading).

#### **E. COLLABORATION, GUIDANCE AND SUPERVISION**

The Project Manager will be contracted by the Ministry of Climate Change, Environment and Energy and is fully accountable to the Ministry on the quality and timely delivery of his/her work under the contract. During the period of work, the Project Manager will work under the guidance and supervision of the Project Director. The Project Manager will be based at the Project Management Unit at the Ministry.

#### **F. SCHEDULE FOR THE ASSIGNMENT**

Duration of the assignment is **7-8** months from the commencement of the work.

#### **G. REMUNERATIONS**

Monthly remuneration from the project will be between MVR 27,800 – 32,000 based on the qualification and experience

#### **H. SELECTION CRITERIA**

The Project Manager will be selected based on the following criteria. Only the candidates who meet the minimum qualification listed under section 3 will be selected for the interview.

<b>Criteria</b>	<b>Weightage (%)</b>	<b>Documents Evaluated</b>
Achieved minimum academic qualification	30	<i>Copies of Accredited Certificate</i>
Achieved minimum work experience	20	<i>Letters of experience</i>
Demonstrable project/programme management experience in at least one project/programme	10	<i>Letters of experience</i>
Experience in senior management or in a managerial post for at least two years	10	<i>Letters of experience</i>
Interview	30	<i>In-person Interview</i>

## **I. APPLICATION**

The applicants shall submit their applications along with the following documents:

- Letter of Expression of Interest (EOI)
- A brief summary that demonstrates that the applicant is qualified to perform the services (including description of similar assignments, experience in similar conditions, availability of appropriate skills etc.)
- Copies of Accredited certificates
- Letters of work experience
- Copy of National ID card
- Any other document that may support the application
- Letter of no-objection for civil servants

## **J. SUBMISSION**

Interested candidates may submit their proposals on or before the time provided in the advertisement to the following address:

Human Resource Department  
jobs@environment.gov.mv  
Ministry of Tourism and Environment  
5<sup>th</sup> Floor, Velaanaage  
Male', 20392, Republic of Maldives