



for a living planet

INDIVIDUAL CONSULTANCY REQUEST FOR EXPRESSION OF INTEREST

REGIONAL COORDINATOR: CLIMATE CHANGE ADAPTATION SUPPORT FOR SOUTH-EAST AFRICAN COMMUNITY MANAGED AREAS PROJECT

1. Background

The following terms refer to the project components to be implemented in the Kavango-Zambezi region of Zambia and Zimbabwe in Southern Africa. The target areas in these two countries host unique ecosystems of outstanding importance for the protection of global biodiversity. These ecosystems still have large continuous natural areas with viable populations of numerous endangered species. At the same time, the people living in these areas are dependent on the conservation of these ecosystems, their biodiversity and their services. One of the key economic activities in these regions that is dependent on functioning ecosystems is tourism. While this activity generates income for local communities, they are also depending on pasture and forest management and to a lesser extent by rain-fed and irrigated farming. To protect these ecosystems, Game Management Areas, GMAs, (in Zambia) and community conservancies (or buffer zones) in Zimbabwe adjacent to the major national parks have been established in the two project regions. These areas are managed by communities and as such play a decisive role in protecting and preserving of these ecosystems. Not only do they contribute significantly to the protection of these ecosystems but they also provide functioning models of how ecosystems can be managed in a participatory way and how they can be given a higher value. However, these ecosystems are increasingly affected by the impacts of climate change, such as more frequent droughts and sporadic heavy rainfall, which are exacerbated by increasingly unsustainable forms and intensities of use, such as overgrazing, a growing population and an increased economic development pressure. In addition, these local communities have been hard hit by the global Covid 19 pandemic which has drastically reduced tourism, and thus the income of communities and protected areas, to almost zero. This is threatening the continued integrity of the GMAs and buffer zones and their functions. There is therefore an urgent need for adaptation and diversification of income flows and, in the short and medium-term, a need for support to maintain and strengthen community structures in these landscapes for the future and to adapt them to the rapidly changing climate and economic conditions.

To achieve this, four project outputs are identified:

Output 1. The 15 conservancies and management areas addressed will be strengthened by the project in such a way that they have increased climate resilience and can effectively carry out the necessary adaptation and effective protection of their biodiversity and ecosystems

Output 2: The project generates improved and diversified, climate-change-adapted income both for the communities and their households and for the community management and protected area structures

Output 3. Improved forest, fire and pasture land management improves the climate resilience of key ecological and economic habitats.

Output 4. Environmental and social safeguards (ESSF) in relation to climate adaptation and all project activities are established

Direct target groups: Local communities, especially women and vulnerable groups in the wildlife management areas and community buffer zones in the **Kavango-Zambezi region of Zambia and Zimbabwe** will benefit from an improved management of the ecosystem to successfully protect their biodiversity, adapt to climate change, and improve rural livelihoods.

Indirect target groups: Two local community associations (Game Rangers International (in Zambia) and the Campfire Association (in Zimbabwe) as well as other civil society organization, locally active NGOs and/or local government institutions will profit from increased capacities to support local communities and their management bodies in the planning, implementation and impact monitoring of climate change adaptation measures.

2. Objectives

The main objectives of the consultancy assignment are to ensure the effective management of the BMZ Climate Change Adaptation Project in Zambia and Zimbabwe through supporting and guiding the program, ensuring the program's personnel and financial resources are used in an effective, accountable and consultative manner, according to WWF and BMZ donor regulations. Work plans are implemented effectively to deliver expected outputs and objectives within the given time frame from November 15th 2020 to April 30, 2021. It is also the Regional Coordinator's responsibility to develop and maintain strong relations with and to provide guidance and support to the partner organizations.

3. Scope of assignment

To cover the objectives of the assignment, the consultant will be expected to:

- Support the project management and administration consultants, WWF staff, partner organizations, and possibly service providers in both countries to ensure the timely implementation and completion of planned activities by April 30, 2021 (date of last expenditure/receipt) through:
 - Monitoring of the implementation of the work plans and if needed the Procurement plan (Gantt chart) with the project manager, project admin, supervisors, implementing partners and other relevant staff through regular meetings (virtual or physical)
 - Discuss solutions for any upcoming problems and guide the teams in this sense
- Ensure that the required baseline data is collected, collated, quality checked and reported according to the indicators (as required by BMZ) as well as comparative data at the end of the project
- Communicate and discuss any deviation from project workplan and budget with WWF Germany and support country teams in revisions of budget and workplan
- Discuss with country teams on **change request letters** to be submitted to BMZ (eg: the one planned for end of January) and get all details included and quality checked before submission to WWF Ger
- **Support country teams** on the development and submission (quality check) of all project reports to WWF and Donor according to required formats and within set deadlines
- **Support the implementation** of the agreed ESSF process including risk analysis & discussions with the communities, consent from communities, mitigation plans, grievances mechanisms and ensure correct and quality documentation of all this (review of draft documents and first submission before they are sent to WWF Ger) – according to the discussions in the inception workshop and the documents shared. Ensure the correct documents are being used.
- **Regularly liaise** with the WWF-Germany Project Managers, and country Project Managers responsible for Zambia and Zimbabwe and the Project Administrator to update on program status and progress (eg in the weekly calls already happening)

4. Deliverables

- Good quality and timely collation of the Base line data and comparative data according to BMZ requirements
- Good quality and timely Project reports, change request letters, ESSF documentation

- Regular calls on project progress with Partners, consultants, WWF staff and WWF Germany
- Reports to WWF Germany and BMZ donor as requested within agreed deadlines

5. Qualifications of the Consultant

- A Master's degree or above in environmental and natural resource management or related subject with good knowledge of best practices in climate change adaptation.
- At least 5 years of professional experience in managing large projects.
- Experience in working with NGOs, civil society organizations and local communities.
- Work experience in the Zambia and Zimbabwe project area is an added advantage.
- Experience with WWF and/or BMZ/BENGO specific finance and procurement regulations is an added advantage.
- Demonstrated ability to handle complex process and information integration issues,
- Ability to effectively coordinate and motivate project staff.
- Ability to maintain effective working relations both as a team member and team leader.
- Ability to establish priorities and to plan, coordinate and monitor own work plan and those under his/her supervision.
- Proven interpersonal skills and ability to establish and maintain effective working relations with people in a multi-cultural, multi-interest, multi-ethnic environment.
- Capacity of assuming a leading role, often in situations under pressure, in defining and implementing projects with teams of individuals of different culture and background.
- Excellent organization skills
- Good oral and written communications skills
- Fluency in English.

6. Duration and location of the assignment

It is envisaged that consultant will be engaged with the project for at least 16 hours per week for Five months between January 2021 and May 2021 and will be based in Harare, Zimbabwe with some field travel.

7. To Apply

Interested potential Consultants should send in their CVs and covering letter expressing their interest and clearly indicating how their qualifications and experience match the Terms of Reference and their rates to hrmanager@wwf.org.zw. Email header should include the words "**Regional Coordinator**", or drop at World Wide Fund for Nature at 10 Lanark Road, Belgravia, Harare or P.O Box CY 1409 Causeway. The envelope should be marked for the attention of "The People and Culture Manager" and clearly indicate the consultancy position being applied for.

A consultant will be selected as an individual consultant and contracted on terms to be negotiated with qualifying candidate.

Deadline for applications: Monday 04 January 2021