

**TERMS OF REFERENCE FOR**  
**PROJECT EXPERT – SPATIAL PLANNER**  
**FOR THE PREPARATION OF THE UNEP - GEF PROJECT**  
**“MEETING THE CHALLENGE OF 2020 IN THE BAHAMAS”**

<b>Location:</b>	The Bahamas
<b>Type of Contract:</b>	Individual Contract
<b>Post Level:</b>	National Consultant
<b>Languages Required:</b>	English
<b>Starting Date:</b> (date when the selected candidate is expected to start)	1 <sup>st</sup> November 2018
<b>Expected Duration of Assignment:</b>	45 working days (over 5 months)

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### **I. Scope of Work**

A Project Preparation Grant (PPG) has been requested from the GEF Secretariat to prepare the FSP for the project based on the project proposal concept. The PPG phase will support various data collection efforts and undertake stakeholder consultations to elaborate the approved project concept into a fully formulated project document. The final output of the PPG phase will be an UNEP-GEF project document and GEF CEO Endorsement Template ready for submission to UNEP and GEF, with all required supporting annexes, tracking tools and background information.

The Spatial Planner will be responsible for GIS and spatially-related components of the PPG as well as landscape management that can impact MPAs for inclusion in the finalized UNEP Project Document (ProDoc) and CEO Endorsement Request, with all mandatory and project specific Annexes and supporting documentation. S/he will report to the PPG Team Leader.

### **II. Duties and Responsibilities**

The Spatial Planner should work closely with the other members of the PPG consultancy team and the executing agency. The deliverables will include data and information to be included in UNEP’s PRODOC and CEO-Endorsement package, with respective annexes and appendices.

The Spatial Planner will closely coordinate with the Team Leader and other national experts and partners to perform the following tasks (referring to the PPG Overall Plan):

#### **Under PPG Activity 1: Integrated Natural Resource Management systems for MPAs and adjacent land/seascapes**

Provide input on project design for the following outputs:

- Output 1.1.1 (Spatially-based decision support systems for INRM are available for use in cross-sectoral landscape planning and management and in policy and regulatory development)
- Output 1.2.1 (Ecosystem-wide Zoning Plans developed and approved for areas encompassing 5 target MPAs)

Key deliverables will include:

- Technical report identifying options for a spatially based decision support system for the BNPAS inclusive of open access options
- Capacity assessment report including a recommendation on the host institution for the protected area spatially based decision support system
- Technical report detailing information for pre-development and design of ecosystem-wide zoning plans inclusive of a list and description of target sites for data collection and type of data to be collected related to the biodiversity and ecosystem services at those sites
- Reports of stakeholder consultations held through the course of completion of the consultancy
- Assistance to Team Leader in collecting spatial data about the proposed project sites
- Assistance to Team Leader in designing a strategy for knowledge management

**Under PPG Activity 2: Effective protected area management**

Provide input on project strategy / activities for the following outputs:

- Output 2.1.2 (Management plans developed/updated and under implementation at 5 MPA sites)

Key deliverables will include:

- Collaboration with Team Leader on identification of biodiversity conservation objectives, targets, management strategies and monitoring programs currently in use

**Under PPG Activity 3: Assessment of conditions and opportunities for strengthening marine protected area management, facilities and financing**

Develop project strategy / activities for the following project outputs:

- Output 3.1.2 (Reduce impacts of agriculture and pollution in productive landscapes on ecosystem services and biodiversity in MPAs)

Key deliverables will include:

- Technical report identifying suitable practices to improve soil organic matter content, minimize erosion, maintain soil coverage and support the reduced use of agricultural chemicals in areas containing sensitive biodiversity and crucial water resources
- Assistance to Team Leader in identifying farmer groups in target areas and opportunities for gender mainstreaming

**III. Timeline and Deliverables and Payment Schedule**

The Total Duration of the assignment is 45 working days spread over 5 months. The expected start date of the Contract is 1<sup>st</sup> November 2018.

<b>Deliverables</b>	<b>Timeline</b>	<b>Payment Schedule</b>
Signing of contract	November 2018	20%
Technical report on spatially-based decision support system Capacity assessment report on host institution for decision support system	January 2019	25%
Technical report on suitable agricultural practices	February 2019	10%
Report of stakeholder consultations	March 2019	25%
Approval of Project by the GEF	April 2019	20%

## **V. Competencies**

- Good inter-personal and teamwork skills.
- Fully computer literate.
- Well-versed in spatial planning software or systems (e.g. ArcGIS)
- Excellent English writing and communication skills.
- Ability to work in complex, multi-stake-holder project environments.
- Demonstrates integrity by modeling the UN's values and ethical standards.
- Promotes the vision, mission, and strategic goals of UNDP.
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.
- Treats all people fairly without favoritism.
- Fulfills all obligations to gender sensitivity and zero tolerance for sexual harassment.

## **VI. Required skills and experience**

The minimum key skills and expertise of the consultant shall cover the following:

### Education:

- Minimum undergraduate degree in GIS, Spatial Planning, Environmental or Biological Sciences, or a related subject.

### Experience:

- At least 3 years' proven experience in spatial planning, and/or environment and natural resources management projects.
- Past working experience with the key national stakeholders of the project is required, and specific experience in spatial planning for natural resource management is preferred.
- Past experience in UNEP-GEF project formulation/design, or the design and development of projects for other donors, is an advantage.
- Ability to conduct research and analysis, with strong synthesis skills.

### Languages:

- Fluency in English is required.