

TERMS OF REFERENCE

Consultant for the Work under LME:LEARN Sub-Activity 2.4: Portfolio Spatial Data Analysis under the LME Data and Information Management Working Group

for

GEF Large Marine Ecosystems: Learning Exchange and Resource Network (GEF LME: LEARN)
GEF Project Number: 5278, UNDP Project Number: 4481, UNESCO Project Number: 92534

**A GEF Full-Sized Project,
Implemented by UNDP and Executed by UNESCO-Intergovernmental Oceanographic Commission (IOC)**

1. BACKGROUND INFORMATION ON THE PROJECT AND ASSIGNMENT

Within the overall framework of the UNESCO-IOC Programme and Budget, in particular ER 6 of MPII MLA3 and in particular GLO0092534 - LME:LEARN– Large Marine Ecosystems: Learning Exchange and Resource Network (LME:LEARN), the partner will pursue activities consistent with their role in the governing project document.

The Global Environment Facility (GEF) is a global partnership among 183 countries, international institutions, non-governmental organizations (NGOs), and the private sector to address global environmental issues while supporting national sustainable development initiatives. It provides grants for projects related to six focal areas: biodiversity, climate change, international waters, land degradation, the ozone layer, and persistent organic pollutants. The GEF international waters focal area targets transboundary water systems, such as river basins with water flowing from one country to another, groundwater resources shared by several countries, or marine ecosystems bounded by more than one nation.

LME:LEARN is a GEF-UNDP-UNESCO-IOC project designed to improve global ecosystem-based governance of Large Marine Ecosystems and their coasts by generating knowledge, building capacity, harnessing public and private partners and supporting south-to-south learning and north-to-south learning. A key element of this improved governance is main-streaming cooperation between LME, MPA, and ICM projects in overlapping areas, both for GEF projects and for non-GEF projects. This Full-scale project plans to achieve a multiplier effect using demonstrations of learning tools and toolboxes, to aid practitioners and other key stakeholders, in conducting and learning from GEF projects.

In pursuit of its global and regional objectives, LME: LEARN seeks to strengthen global governance of large marine ecosystems and their coasts through enhanced sharing and application of LME/ICM/MPA/MPS knowledge and information tools.

The project will achieve this through the following 5 components:

- Component 1: Global and regional network of partners to enhance ecosystem-based management and to provide support for the GEF-IW LME/ICM/MPA projects to address their needs and incorporate climate variability and change.
- Component 2: Synthesis and incorporation of knowledge into policy-making, capture of best LME governance practices, and development of new methods and tools to enhance the management effectiveness of LMEs and to incorporate ICM, MPAs and climate variability and change including the 5 LME modules.

- Component 3: Capacity and partnership building through twinning and learning exchanges, workshops, and training among LMEs and similar initiatives (e.g., Seascales).
- Component 4: Communication, dissemination and outreach of GEF LME/ICM/MPA project achievements and lessons learned.
- Component 5: Project Management by establishing a functioning Project Coordination Unit at IOC, encouraging participation by Partner Network, including short-term visits, seconding of personnel, etc.

Data and information play a crucial role in all phases of the policy cycle in international waters—from decision-making via implementation and monitoring, to analysis and recommendations. Data and information supports an understanding and greater awareness of environmental issues, causes, sources and impacts; it functions as an on-going component of the development and assessment of management policies, strategies and interventions; it promotes new legislative and policy initiatives for sustainable resource management and pollution prevention; and it facilitates improved enforcement, decision-making and individual action.

In order to guide and support the data sharing and integration work that will result in improved availability and accessibility of consistent data and indicators on large marine ecosystems (as well as integrated coastal management and marine protected areas) in a meaningful way for use by LME:LEARN stakeholders and the wider public, the LME:LEARN project supports a Data and Information Working Group (DIM WG).

This ToR is aimed at the recruitment of a Consultant to undertake activities in support of Component 2, Sub-Activity 2.4 the Data and Information Management Working Group. The GEF has been involved in financing more than 20 LME projects in all major marine areas of the world. Through implementation of these projects, a wealth of experience, information and knowledge has been generated. In many cases projects and their regional and basin partners have accumulated a wealth of spatial and other types of data.

The main objective of this consultancy is four-fold. First, the Consultant shall assess the use and availability of spatial and other types of data in the portfolio. Second, the Consultant will incorporate this data into the IW:LEARN project's visualization tool. Third, the consultant will develop a data and information management plan that sets a minimum standard for the LME portfolio for both the maintenance of spatial data and reporting results across common indicators. Finally, the Consultant will assist chairing the DIM WG, as well as chair the group when necessary.

2. DESCRIPTION OF REQUIRED ACTIVITIES

The Consultant will lead and manage the implementation of the activities based on the UNDP Project Document, with specific activities and deadlines as summarized in the next section. Key tasks for the Consultant over the period from signature of the contract through 31 March 2019 include:

Activity a: Assess the use and availability of spatial and other types of data in the portfolio

- **Task 1:** Examine the availability of spatial and other types of data to date across all LME's where the GEF has invested in projects. The Consultant should work with GEF project managers, international organizations involved in regional ocean governance, the LME:LEARN PCU and GEF Agencies to establish the availability of data
- **Task 2:** Establish a metadata catalogue of available GEF marine project data and information. The catalogue should cover all aspects of LME governance.

- **Task 3:** Develop a UNDP-GEF LME:LEARN data and information management plan. The plan should be a long term one, and will propose the institutional setting to secure its sustainability. The plan will address minimum standard and criteria for maintaining spatial data as well as a common set of indicators for results reporting (see next Task).
- **Task 4:** Develop a proposal for a set of indicators on large marine ecosystems, as well as integrated coastal management and marine protected areas in a meaningful way for use by LME:LEARN stakeholders and the wider public. Indicators should also be related to the SDG14 targets.

Activity b: Capacity building on data and information management

- **Task 5:** Incorporate data assessed in Activity a into the IW:LEARN project’s visualization tool
- **Task 6:** Define data and information management training curriculum of the UNDP-GEF LME:Learn partner projects/organizations and propose, as needed, related tools

Activity c: Assist chairing the Data and Information Management Working Group

- **Task 7:** Assist chairing the DIM WG, as well as chair the group when necessary
- **Task 8:** Assist PCU in preparing DIM WG meetings and Regional Networks meetings. The working group will conduct two face-to-face meetings per year. One meeting would be in a region (at a related-workshop). The second meeting could be at the LME Consultative meetings generally held in Paris each year.
- **Task 9:** Assist PCU in preparing Regional Networks meetings. Regional networks will meet twice a year. Once in the region and once back-to-back to the LME Consultative meetings.

3. SUMMARY OF ACTIVITIES, DEADLINES, PAYMENTS, MONITORING AND PROGRESS CONTROL

The schedule of activities and payments is as follows:

| No. | Activity | Due date for submission | Payment (USD) |
|-----|--|-------------------------|---------------|
| 1 | Submission of the Inception Report with detailed explanation of the steps to be taken to complete the activity | 20 AUG 2018 | |
| 2 | Submission of a metadata catalogue of available GEF marine project data and information | 31 AUG 2018 | |
| 3 | Submission of GEF LME:LEARN data and information management plan | 15 SEP 2018 | |
| 4 | Set of indicators on large marine ecosystems | 30 SEP 2018 | |
| 5 | Data incorporated into IW:LEARN visualization tools | 31 OCT 2018 | |
| 6 | Define data and information management training curriculum | 30 NOV 2018f | |

This final schedule of activities and payments could be revised with the approval of the LME:LEARN PCU or UNDP Project Supervisor and, as appropriate, the LME:LEARN Steering Committee.

4. IMPLEMENTATION AND WORK ARRANGEMENTS

Time-frame

The LME:LEARN project will officially operate until March 2019.

Work place

Works taking place under this ToR will be executed from the Consultant's location, as well as on official missions. The Consultant will make its own travel arrangements unless otherwise agreed in advance by the PCU on behalf of UNESCO-IOC.

Coordination arrangements

The GEF LME:LEARN PCU will assume the overall supervision and coordination role. For purposes of programmatic guidance and execution of activities, the Consultant will coordinate with the LME:LEARN Project Manager Chief Technical Advisor and also the UNDP Regional Technical Advisor (Supervisor) of the Project. The Consultant will report on financial matters to UNESCO-IOC. The PCU may also provide direction from LME:LEARN's Steering Committee (SC) to the Consultant and, as needed, solicit progress reports, monitoring and evaluation data, etc., from the Consultant in order to keep the SC apprised of all project activities. UNDP and/or UNESCO-IOC shall be considered as the legal representative of the LME:LEARN project. At no point should the Consultant make representations or act on behalf of UNDP, UNESCO-IOC or the LME:LEARN project without coordination with the UNDP Regional Technical Advisor and/or the LME:LEARN PCU.

Skills and Experience Required

- Advanced degree in environmental, natural or social sciences, international relations, economics, development studies or related fields, or equivalent demonstrated Project Manager experience;
- At least five years demonstrated global project management experience (with at least one year of involvement with a GEF International Waters marine project) and familiarity with the transboundary waters regions and associated issues; international experience with GEF IW project development;
- Strong analytical, reporting and writing abilities and experience with researching and writing on international environment and/or international development issues;
- Good organizational skills and demonstrated ability to organize and facilitate training workshops;
- Excellent ability to work and write in English and proficiency in at least one other UN language (Arabic, Chinese, French, Spanish or Russian) is an asset.
- Demonstrated ability to communicate effectively and reliably contribute to a geographically distributed work environment (via phone and email), including accountability to remotely located manager(s)
- Teamwork – Strong inter-personnel skills and ability to establish and maintain effective partnerships and working relations in a multi-cultural environment with sensitivity and respect for diversity
- Experience with researching and writing on international environment and/or international development issues.

Also Desired:

- Demonstrated experience with the development of training courses and the training of working professionals
- Familiarity with transboundary waters regions and associated issues.

- Familiarity with or, ideally, work experience in GEF International Waters recipient countries and/or with donors or related NGOs;
- Proficiency in at least one other UN language (Arabic, Chinese, French, Spanish or Russian).

5. SOLICITATION OF REQUEST

Interested candidates are requested to submit the following in writing:

- (a) an up-to-date curriculum vitae;
- (b) a statement indicating how their qualifications and experience make them suitable for the assignment;
- (c) an indication of the approach he/she would adopt to carry out the assignment, including any inputs that may be required from UNESCO;
- (d) the overall cost of the assignment, expressed as an overall lump-sum. Any travel and subsistence requirements should be indicated separately.

Written submissions should be sent to m.hamid@unesco.org by **6 August 2018**.