



**MINISTRY OF AGRICULTURE
REPUBLIC OF LIBERIA
PROGRAM MANAGEMENT UNIT**

**SMALLHOLDER AGRICULTURE TRANSFORMATION AND AGRIBUSINESS REVITALIZATION
PROJECT (STAR-P)**

**REQUEST FOR EXPRESSIONS OF INTEREST
(INDIVIDUAL CONSULTANCY)**

Liberia: Smallholder Agriculture Transformation and Agribusiness Revitalization Project (STAR-P)

Credit No./Project No.: CR 6360-LR/P160945

Assignment: Individual Consultancy to recruit an Environmental and Safeguard Officer (ESSO) - STAR-P

The Government of Liberia has received financing from the World Bank toward the cost of the **Smallholder Agriculture Transformation and Agribusiness Revitalization Project (STAR-P)** and intends to apply part of the proceeds to recruit an Environmental and Safeguard Officer (ESSO).

The services to be carried out by the Environmental and Safeguard Officer (ESSO) under the supervision of the Project Coordinator include: acting and reporting on Safeguards for the project and liaise with the World Bank safeguards team; ensuring that all safeguards reports including Resettlement Action Plans (RAPs), ESMPs, and Environmental Impact Assessments (EIAs) go through reviews and get the necessary clearances from the appropriate institutions, like the World Bank and the EPA; ensuring distribution of all safeguards and other relevant project documents to the respective participating sub-project Operators and other relevant stakeholders and ensure their application; organizing and assisting in training of personnel in the PMU/PCU, the CAOs and sub-project implementers in all aspects of the ESMF and safeguards issues; creating general awareness of environmental management throughout the participating organizations, partner organizations and the beneficiary communities; acting as coordinator of the Environmental and Social Management Team (ESMT), and ensure that it meets regularly and as frequently as necessary to coordinate prompt reaction to arising issues, evaluate data from the monitoring program and assure efficient implementation of the ESMP and RAPs (where applicable); in consultation with the ESMT, identify and select suitable local training resource persons, preparation of standard and specific training modules, liaising with providing agencies and stakeholders to plan training implementation and preparation of training progress reports; working with environmental officers designated in sub-project Operator units and County Agricultural Offices (CAO) to ensure that all environmental and social safeguards issues are incorporated into Bid and specification documents for all sub project type; working with environmental officers of the sub-project Operator units to ensure that environmental and social screening are carried out in a timely manner and follow up actions taken by the Operators; advising the Operator and County level environmental officers and ensure that they understand their role and carry out their activities as per their TORs; reviewing and clearing all safeguards reports submitted by the sub-project Operators for onward submission to the World Bank; assisting with the regular update of the Project Implementation Manual (PIM) and preparation of

the Annual Work Plan and Budget (AWPB), as necessary; submitting monthly reports to the Project Coordinator and contribute to Quarterly, Semi-annual and Annual project progress reports. This will notably contribute to drawing lessons for preparing the following AWPB.

The Ministry of Agriculture now invites eligible individual consultants to indicate their interest in performing the Services. Interested Individual Consultants should provide updated Curriculum Vitae (CV) and relevant documents indicating that they have the required qualifications and relevant experience to perform the Services.

The shortlisting criteria include a graduate qualification in an appropriate environmental/social field, engineering with three (3) years' experience in environmental monitoring and the management **OR** a Bachelor's degree environmental/social field, engineering and at least five years' experience in in similar areas, preferably in Liberia or a similar environment; good understanding of safeguard related issues and mitigation processes and measures; good experience in position/s with similar responsibilities, and a demonstrated track record in such positions; strong communication skills and a good level of written and spoken English; and excellent understanding of World Bank safeguards policies to be able to advise Government and project implementers.

The detailed Terms of Reference (TOR) for the assignment can be found at the following websites:

- a) www.emansion.gov.lr
- b) www.moa.gov.lr

The attention of interested individual Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" dated July 2016, revised November 2017, and August 2018, setting forth the World Bank's policy on conflict of interest. Please refer to *paragraph 3.17 of the Procurement Regulations* on conflict of interest related to this assignment which is available on the Bank's website at <http://projects-beta.worldbank.org/en/projects-operations/products-and-services/brief/procurement-new-framework>

An Individual Consultant will be selected in accordance with the **Individual Consultant Selection (ICS)** method set out in the Procurement Regulations.

All applications **MUST** be sent via email to: starprecruit@moa.gov.lr

Attention:

**The Recruitment Team
STAR - P
Program Management Unit
Ministry of Agriculture, Liberia**

Note: **Applicant MUST indicate in the email subject, the Title of the Position he/she is applying for.**

Closing Date: **March 17 , 2020 by 5pm GMT**

Female candidates are highly encouraged to apply.

TERMS OF REFERENCE
RECRUITMENT OF AN ENVIRONMENTAL AND SOCIAL SAFEGUARD
OFFICER (ESSO) FOR THE SMALLHOLDER AGRICULTURE
TRANSFORMATION AND AGRIBUSINESS REVITALIZATION PROJECT
(STAR-P) FOR THE MINISTRY OF AGRICULTURE

Duty Station: PMU Office, LIBSUCCO Compound, Gardnerville, Monrovia, Liberia

Contract Duration: 2 years with option to extend based on performance

Reports to: Project coordinator, STAR-P

Type of contract: Lump sum Contract

Objective of the Environmental and Safeguards Officer (ESSO)

The main objective of the ESSO is to support improving the performance of the program and supporting the mainstreaming of environmental and social safeguards into project/program development and implementation at all levels.

Scope of Services

The Environmental and Social Safeguards Officer (ESSO) to be hired for the STAR-P will be responsible for developing, coordinating and overseeing environmental and social policies and procedures, as well as reviewing and appraising proposed investments for compliance with the national environmental and social requirements as well as the applicable World Bank's environmental and social safeguards policies/environmental and social standards. The ESSO will assist the Project Team in the review, further development and implementation of environmental and social safeguards instruments, and the institutionalization of good industry of the implementation of project activities regardless of funding source. Specifically, the ESSO will supervise and coordinate all environmental and social safeguards activities/aspects under the project and take responsibility for the preparation and implementation of safeguards instruments, including Environmental and Social Impact Assessment (ESIA), Environmental and Social Management Plan (ESMP), Environmental and Social Management Framework (ESMF), Resettlement Policy Framework (RPF), Resettlement Action Plan (RAP) and other subsidiary instruments that may be needed during the implementation phase of the project. Key duties will include compiling safeguards reports, coordinating and supervising the activities of sub-project Operators and specialist consultants, organizing safeguards capacity building and awareness, drafting TORs for environmental and

social safeguard studies, and coordinating knowledge sharing activities. S/he shall report to the Project Coordinator.

Main Responsibilities

- Main contact person with overall responsibility for ensuring the project is safeguards compliant and reporting on Environmental and Social Safeguards activities for the project to the Project Coordinator.
- Undertake screening and due diligence of all sub-projects proposed for financing under the STAR-P to determine scope and severity of risks and impacts as well as the level of environmental and social analysis, including mitigation measures needed.
- He/She will liaise with the WB safeguards team and relevant government agencies on all aspects related to the project's safeguards.
- Ensure that all safeguards reports including Resettlement Action Plans (RAPs), ESMPs, and Environmental and Social Impact Assessments (ESIAs) go through reviews and get the necessary clearances from the appropriate institutions, like the World Bank, IFAD and the EPA.
- Ensure distribution of all safeguards and other relevant project documents to the respective participating sub-project Operators and other relevant stakeholders and ensure their application.
- Develop safeguards capacity building programs and administer safeguard training to project staff, beneficiaries and relevant stakeholders in the PMU/PCU, the CAOs and sub-project implementers, especially in the application of safeguards policies, regulations, standards, instruments, etc. (domestic/national, World Bank, GIIP, etc.) that are relevant to the project.
- Create a general awareness for sound environmental and social management within the participating organizations, partner organizations and the beneficiary communities.
- Act as Coordinator of the Environmental and Social Management Team (ESMT), and ensure that it meets regularly and as frequently as necessary to promptly resolve emerging safeguards issues, evaluate data from the monitoring program and ensure efficient implementation of safeguards instruments, including the ESMP, RAPs, environmental and social audits and other subsidiary studies as they may become necessary.
- With the assistance of the ESMT, identify and select suitable local training resource persons, prepare standard and specific training modules, liaise with service providers and stakeholders to organize training, implement and prepare training progress reports.
- Work with environmental and social officers designated in sub-project Operator units and County Agricultural Offices (CAO) to ensure that all environmental and social safeguards issues are incorporated into Bid and specification documents for all sub project types.

- Work with environmental and social officers of the sub-project Operator units to ensure that environmental and social screening are carried out in a timely manner and follow up actions undertaken by the Operators.
- Design a simple and robust safeguard monitoring system, including easily measurable indicators, at the Ministry of Agriculture and lead on the monitoring of implementation of the relevant safeguards instruments during all phases of the subprojects or investments.
- Advise the Operator and County level environmental and social officers and ensure that they understand their roles and carry out their activities as per their TORs.
- Review and clear all safeguards reports submitted by the sub-project Operators and environmental and social consultants for onward submission to the World Bank through the Project Coordinator.
- Make recommendations to the Project Coordinator regarding required budgets for safeguards implementation, as appropriate.
- Assist with the regular update of the Project Implementation Manual (PIM) and preparation of the Annual Work Plan and Budget (AWPB), as necessary.
- Submit Monthly reports to the Project Coordinator and contribute to Quarterly, Semi-annual and Annual project progress reports. This will notably contribute to drawing lessons for preparing the following AWPB.

Qualifications and Experience

- A graduate qualification in environmental science, sociology, development studies, anthropology, or environmental engineering with three (3) years' experience in environmental and social monitoring and management **OR** a Bachelor's degree in environmental science, sociology, development studies, anthropology, or environmental engineering and at least five (5) years' experience in environmental and social safeguard management, preferably in Liberia or a similar environment.
- Good understanding of safeguard related issues and mitigation processes and measures.
- Good experience in position/s with similar responsibilities, and a demonstrated track record in such positions.
- Excellent practical and working knowledge of national environmental and social sustainability laws, regulations, guidelines, standards, etc., World Bank Safeguards Policies and WB Environmental and Social Standards (ESS) Broader knowledge of GIIP would be an asset.

Key Competencies

Abilities

- Demonstrated ability to establish priorities and to plan, co-ordinate, and monitor his/her own work plan and those of subordinate staff.
- Demonstrated ability to meet deadlines, and to make appropriate links in work processes and anticipate next steps.
- Self-motivated.
- Ability to think strategically and conduct dialogue on environmental and social issues, rural development, climate change, etc.

Skills

- Excellent interpersonal and team building skills, including negotiation skills
- Excellent written and spoken communication skills, including presentations in English
- Computer literacy with proficient knowledge of Microsoft Word, Excel and PowerPoint applications
- Well-developed organizational skills

Knowledge

- Thorough knowledge of Government and private sector institutional and organizational structures and operations in general. Experience in Liberia would be an added advantage.
- Working knowledge of the operational modalities for national and international NGOs is desirable.