ENVIRONMENTAL PROTECTION AGENCY OF LIBERIA (EPA)
P.O. BOX 4024
SEKOU TOURE AVENUE, MAMBA POINT
1000 MONROVIA 10, LIBERIA

Job title		Gender, Safeguard & Stakeholder Engagement (GSS) Officer	
Procuring Entity		Environment Protection Agency	
Programme/Project		Strengthening Agricultural Resilience through Transformational Livelihood Adaptation in Liberia (SARTLA)	
Activity result		Strategic technical support is given to the project team both on and off-site to ensure that the project follows applicable GEF, UNDP, and global social and environmental standards (Grievance Redress Mechanism, Health and Safety standards and protocols, etc.) The GSS staff will provide technical support to the project on gender-responsive, culturally sensitive, a human rights-based approach and mainstreaming gender issues throughout the course of the implementation of the project as well as ensure strong stakeholder involvement in the project	
Assignment		To provide technical support to the project about formulating, implementing and monitoring safeguard policies; develop, monitor and implement the project's standard operating procedures to ensure that the project is compliant with applicable laws in relation to social and environmental standards including safety; and to reduce or prevent hazards and accidents. The GSS staff will provide strategic technical and programmatic support to the project team and partners to facilitate the development and implementation of work plans and programs that are rights-based, gender-responsive and culturally sensitive.	
Location	Monrovia with travel to other project counties in Liberia	**Duration**	1 year; renewable each year up to 5 years based on performance

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BACKGROUND

Liberia possesses natural resources and fertile land along with valuable fishing areas; however, it grapples with development hurdles linked to environmental damage and inadequate infrastructure and institutions despite its abundance of resources. The nation encounters difficulties in enhancing smallholder agriculture and fisheries performance that impact people's livelihood opportunities well as food security and hinder overall economic progress.

The Country also faces challenges due to the extensive damage to its land and coastal regions caused mainly by unchecked human actions like building construction and roads as well as mining activities and urban growth that led to pollution issues. These harmful activities have greatly harmed the ecosystems for supporting agriculture and fishing industries. The impacts of climate change exacerbate these dangers by hastening land and coastal deterioration while diminishing the resources essential for the local communities' sustenance.

The ecosystems in the country are facing challenges with a focus specifically being placed upon wetlands and coastal areas such as mangroves which play a key role as protective barriers during storms and habitats for marine life growth; these areas are at high risk due to rising sea levels and temperatures along with more powerful storm surges present in the oceans today causing concerns for both biodiversity loss and increased threats of flooding and erosion to nearby coastal communities.

Liberia's economy and communities are greatly affected by the effects of climate change with a focus particularly toward increased flooding and coastal erosion caused by rising sea levels and severe weather conditions like storm surges in regions such as Monrovia and other cities in Liberia including Robertsport and Harper where informal settlements face significant risks due to lack of proper infrastructure leading to regular flooding incidents causing damage to buildings and infrastructure as well as health issues due to sanitation problems.

Rising ocean temperatures pose a threat to marine environments beyond physical dangers by putting fish stocks at risk. Crucial for the nation's fisheries and food security backbone. The issue of overfishing worsens with the deterioration of mangroves and coastal habitats leading to a decline in fish populations. As per the IPCCs Assessment Report, findings suggest that West Africa is anticipated to be heavily impacted by climate change with projections pointing towards elevated temperatures and more frequent occurrences of heatwaves and extreme precipitation events which could result in increased flooding, especially, in Liberia and neighboring regions.

Liberia's economy depends significantly on resources and is at high risk of being impacted by climate related events due to its low ability to adapt to such changes as indicated by its position as the 177th out of 185 countries as per the ND-GAIN index ranking. The vulnerability is exacerbated

by poverty levels and inadequate infrastructure and education which impede communities from preparing for climate related risks.

Small scale farmers and fishers play a role in rural communities and are particularly at risk due to various challenges they face such as limited access to essential resources like fertilizers or quality livestock as well as issues with irrigation systems and lack of financial support for their operations. Adverse weather conditions like rainfall or drought coupled with extreme temperatures can negatively impact crop production leading to lower yields and a rise in pest related issues affecting the agricultural sector. For those involved in fishing activities, marine heatwaves and coastal floods can harm fish populations and damage infrastructure crucial for their livelihoods, putting food security and income sources at risk.

Around 80% of the agricultural labor force is led by women and they play a role in producing about 93 percent of the food supply; however, they are especially impacted by climate change compared to men and other factors like higher illiteracy rates and restricted access to land and resources as well as cultural norms that limit their decision-making authority in farming matters.
In the face of these obstacles and difficulties, lies the chance to enhance resilience by adopting innovative methods rooted in system based transformational strategies. One potential the project seeks is to enhance climate resilience within societies reliant on natural assets through ecosystem restoration efforts and enhancements through extension services while also enabling financial access and fostering sustainable value chains.

The project will employ a combination of interventions that focus on i) the adoption of resilient and regenerative practices among farmers and fisherfolks to improve productivity while at the same time reducing environmental impacts, ii) linking local livelihoods to sustainable value chains, developing alternative livelihood strategies such as those linked to eco-tourism, and fostering market access through business skills training, and iii) providing an enabling innovative finance environment that fosters private sector engagement, links actors along the value chain and scales the development of sustainable enterprises based along the value chain.

The project is expected to enhance the management of 3,640 hectares of land and coastal regions in efforts to promote climate resilient practices; target an overall 81,800 individuals spread across seven project counties. These efforts aim to empower them to recognize climate related challenges and implement appropriate adaptive strategies. Additionally, the initiative strives to attract 500,000 (US$) investments from private sector entities and support the growth of 30 micro-small and medium enterprises (MSMEs) involved in climate resilience initiatives through a combination of technical guidance, financial partnerships, or direct funding.

The Environmental Protection Agency as the National Designated Authority (NDA) and focal entity for the management of the environment and natural resources in Liberia is empowered to coordinate monitor, supervise and consult with relevant stakeholders on all activities in the

protection of the environment and sustainable use of natural resources. The Environmental Agency (EPA), in close collaboration with the Ministry of Agriculture (MOA), Ministry of Commerce and Industry (MoCI) and the Ministry of Information, Culture & Tourism (MICAT) will implement the project through a Project Management Unit, based at the EPA. The UNDP – as an Accredited Entity to the GEF – will oversee the project execution undertaken to ensure that the project is being carried out in accordance with UNDP and GEF policies and procedures and will provide quality assurance support services to the SARTLA project.

The Project Management Unit (PMU) will assist the implementation of the Project with support from the EPA and MOA. The PMU staff will be hosted at the MoA and will report to the Minister of MOA and the EPA-ED through the Project Manager. The Project Manager is responsible for the overall day-to-day management of the project including the mobilization of all project inputs, supervision over project staff, responsible parties, consultants and sub-contractors. The PMU – through the project manager – provides strategic guidance and direction to the Project Board, the Executive Director/CEO of the EPA, the Minister of MOA, and the UNDP Liberia Resident Representative.

OBJECTIVE

To provide strategic technical support to the project team both on and off-site in compliance with social and environmental standards, including health & safety procedures and requirements.

DUTIES AND RESPONSIBILITIES

Under the guidance, direction and supervision of the Project Manager, the Gender, Safeguard & Stakeholder Engagement Officer shall perform the following duties and responsibilities:

- Monitor progress in development/implementation of the project Environmental and Social Management Plan/Framework ESMP/ESMF ensuring that UNDP's Social and Environmental Safeguards (SES) policy is fully met and the reporting requirements are fulfilled;
- Oversee/develop/coordinate implementation of all safeguard-related work;
- Ensure social and environmental grievances are managed effectively and transparently;
- Review the project's Social and Environmental Safeguard Procedures (SESP) annually, and update and revise corresponding risk log; mitigation/management plans as necessary;
- Ensure full disclosure with concerned stakeholders;
- Ensure environmental and social risks are identified, avoided, mitigated and managed throughout project implementation; and
- Work with the Monitoring & Evaluation (M&E) officer to ensure reporting, monitoring and evaluation fully address the safeguard issues of the project.

- Monitor progress in implementation of the project Gender Action Plan ensuring that targets are fully met and the reporting requirements are fulfilled;
- Monitor progress in development/implementation of the project ESMP/ESMF ensuring that UNDPs SES policy is fully met and the reporting requirements are fulfilled;
- Oversee/develop/coordinate implementation of all gender- and safeguard-related work;
- Review the Gender Action Plan annually, and update and revise corresponding management plans as necessary; and
- Ensure social and environmental grievances are managed effectively and transparently;
- Review the SESP annually, and update and revise corresponding risk log; mitigation/management plans as necessary;
- Ensure full disclosure with concerned stakeholders;
- Ensure environmental and social risks are identified, avoided, mitigated and managed throughout project implementation; and
- Work with the M&E officer to ensure reporting, monitoring and evaluation fully address the gender and safeguard concerns of the project.

EXPECTED OUTPUTS AND DELIVERABLES

Strategic technical support is given to the project team both on and off-site to ensure that the SARTLA Project follows applicable procedures in relation to safety and gender responsive; and to reduce or prevent hazards and dangerous accidents, thus ensuring the safety of workers, community dwellers, visitors, assets and facility.

Gender

- Domestication of the project's Gender Action Plan
- Annual gender mainstreaming workplans detailing gender-driven support to the activities of the overall annual work plan
- A gap analysis and needs assessment of the PMU's capacity to mainstream gender into the project activities, followed by the development and implementation of a capacity building plan for the PMU team
- Annual report assessing the progress status of how gender is incorporated into project activities
- Mainstreaming gender in all activities of the project, including reporting, stakeholders engagement, beneficiaries' selection, data collection etc
- Monitoring and tracking baselines, indicators and targets to ensure gender responsiveness

Safeguard Management

- Ensure compliance with national, UNDP, GEF safeguard policies (e.g., Environmental and Social Safeguards, etc).

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- Conduct safeguard screening, assessments, and mitigation planning.
- Develop and implement safeguard mitigation measures.
- Monitor project dashboards and take necessary measures to ensure safeguards systems are maintained and updated regularly
- Monitor safeguard compliance during the SARTLA project implementation.
- Facilitate grievance redress mechanisms related to safeguards if any.

Stakeholder Engagement

- Identify, map, and analyze project stakeholders, including vulnerable and marginalized groups.
- Support the design and implementation of stakeholder engagement strategies.
- Facilitate meaningful consultation and participation of stakeholders, especially women, youth, and vulnerable groups.
- Ensure community ownership of the SARTLA project by building and maintaining strong relationships with stakeholders, community leaders, and other partners.

INSTITUTIONAL ARRANGEMENTS

The Gender, Safeguard & Stakeholder Engagement Officer will be under the direct supervision and guidance of the Project Manager and will work closely with the PMU team under the direct supervision of the Project Manager.

The Gender, Safeguard & Stakeholder Engagement Officer shall report directly to the Executive Director of the EPA who shall then submit the report to the Minister of Agriculture.

The Gender, Safeguard & Stakeholder Engagement Officer shall be recruited for a period of 1 year (12 months) under a Service Contract appointment renewable for a period of 5 years (duration of the Project) subject to satisfactory performance. The EPA and MoA reserve the right to rescind the contract during that period should the performance of the Gender, Safeguard & Stakeholder Engagement Officer not meet its requirements.

QUALIFICATIONS

Education

- The Gender, Safeguard & Stakeholder Engagement Officer should have a master's degree in in a relevant field like Environmental Science, Environmental Management, Development Studies, Sociology, Anthropology, or a related area is usually required.

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Experience

- A minimum of 5 years of experience in social and environmental safeguards, impact assessments, and stakeholder engagement, preferably in the context of international development or with organizations like the World Bank, UNDP, or FAO
- Developing and implementing Environmental and Social Management Frameworks (ESMFs) or similar plans
- Conducting stakeholder consultations, including with vulnerable groups and indigenous populations, often including Free, Prior and Informed Consent (FPIC) processes
- Working with various stakeholders (government, civil society, community groups) on environmental and social issues
- Experience in working and collaborating with government institutions, UNDP and private sector
- Project management and reporting in a development context.
- Proven ability to identify, analyze, and engage with diverse stakeholder groups, including marginalized communities
- Extensive working experience in Liberia
- Excellent knowledge of English including writing and communication skills
- Possess excellent technical skills in socio-economic and project performance assessment
- Demonstrated experience in monitoring and evaluation of development project activities
- Ability to write clearly and concisely, and have sound quantitative skills (managing, analyzing and interpreting data)
- Experience in planning, monitoring and evaluation and having good computer knowledge of database software like MS, PowerPoint & Excel
- Detailed knowledge familiarity in the five major areas of stakeholder engagement, information and knowledge, policy and legislation development, management and implementation, and monitoring and evaluation
- Experience working with best practices for integrating global environmental priorities into planning, decision-making, and reporting processes
- Experience in development work, partnerships building and resource mobilization
- Knowledge of UNDP's SES is an asset

Competencies and skills

- Excellent team player with good interpersonal skills
- Ability to analyze social and environmental risks and impacts, and develop mitigation measures
- Ability to manage workload with minimum supervision
- Ability to work under pressure and tight deadlines
- Ability to accommodate additional demands at short notice
- Ability to work in a multi-cultural environment

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- Oral communication/presentation skills
- Proactive mindset
- Experience in working with the EPA or UNDP funded activities/projects

SUBMISSION OF APPLICATION

Interested candidates should send a CV and cover letter indicating their suitability for the post and copies of credentials. Application must be emailed to amangou@moa.gov.lr .or dwilliams@moa.gov.lr with the subject line: **"*Gender, Safeguard & Stakeholder Engagement Officer - Strengthening Agricultural Resilience through Transformational Livelihood Adaptation in Liberia (SARTLA)*"**. The closing date for submission of applications is **4pm, August 30, 2025**. Please note that only applicants that meet the requirements as outlined in the terms of reference will be considered for evaluation.

***Female candidates are encouraged to apply!**

NOTE: This information is also posted on https://www.emansion.gov.lr/, https://www.epa.gov.lr/, https://www.undp.org/ and can be found in local dailies.

SELECTION CRITERIA

The Gender, Safeguard & Stakeholder Engagement Officer shall be recruited through an open, transparent and competitive process and shall be guided by *inter alia* the Procurement and Public Concessions Act of Liberia but contract to be issued by the MOA. All PMU staff shall conform to the Government of Liberia's laws on anti-bribery and anti-corruption. Notice is hereby issued to all interested candidates that failure to adhere to conflict-of-interest restrictions and anti-fraud and corruption rules constitute grounds for potential debarment from future participation in the procurement of goods, services or works that may result from the Project.