

TERMS OF REFERENCE FOR PROJECT COORDINATOR

RURAL LIVELIHOODS' ADAPTATION TO CLIMATE CHANGE IN THE HORN OF AFRICA II (RLACC II) SOMALIA FUNDED BY AFRICAN DEVELOPMENT BANK/ GLOBAL ENVIRONMENT FACILITY (GEF)

1. Introduction

IGAD is one of the Regional Economic Communities (RECs) of the African Union. IGAD was initially created in 1986 as the Intergovernmental Authority on Drought and Development (IGADD) to coordinate the efforts of the Member States in combating desertification and promoting efforts to mitigate the effects of drought. Whereas IGAD Climate Prediction and Applications Centre (ICPAC) is a Specialised Institution of IGAD with the mission fostering climate services and knowledge to enhance community resilience for prosperity in the Greater Horn of Africa.

The creation of ICPAC highlights the importance of understanding drought in development planning in the GHA and also implies the wider responsibility for early warning, climate related risks and the implications of climate change. The centre is mandated to provide timely climate early warning information and support specific sector applications to enable the region cope with risks associated with climate variability and change, and also provide climate applications for poverty alleviation, environment management and sustainable development. ICPAC now serves eleven countries, including eight IGAD members namely, Djibouti, Eritrea, Ethiopia, Somalia, Sudan, Kenya, Uganda and South Sudan as well as other beneficiary countries of Tanzania, Rwanda and Burundi.

2. Project Background

The Rural Livelihood's Adaptation to Climate Change in the Horn of Africa – Phase II (RLACC II) is a multinational program that covers Somalia and Sudan. The program is country-driven and will be implemented through two Country Projects in Sudan and Somalia. The Somalia project targets the regions: Puntland (Bari and Nugaal), Somaliland (Awdal) and South Somalia (Galguduud and Hiiraan).

The project is expected to improve the resilience of pastoral and Agro-pastoral communities to climate change in the HoA through: (i)introducing of adaptation strategies to reduce the negative impacts of climate change and strengthen the

capacity of pastoral/Agro-pastoral households to cope with climatic hazards, (ii) enhancing the capacity of communities to not only absorb shocks, but to also effectively adapt their livelihoods to harsher climatic conditions, (iii) helping pastoral and Agro-pastoral households manage drought risks, (iv) supporting community-led initiatives to protect, conserve and restore natural resources in a sustainable and climate-resilient manner, (v) strengthening the participation of pastoral communities in planning and implementing activities pertaining to their development.

3. Project development goal: Enhance pastoralists livelihoods through climate change resilient infrastructures and capacity building of communities and government institutions.

The project has secured a grant for a period of four years from the African Development Bank, Global Environment Facility (AfDB/GEF) and some of the money will be used to establish a Project implementation unit with the Positions of Project Coordinator, Climate Change Adaptation Expert, Accountant, Monitoring and Evaluation Officer, Procurement Officer and Administrative Assistant.

It's against that background that ICPAC seeks to recruit for the position of Project Coordinator to support the implementation of the project.

4. Objective of the position

The Project Coordinator (PC) will head the Project Coordination Unit (PCU) located within ICPAC Offices Nairobi Kenya. He would be responsible for planning, administering and coordinating the activities of the PCU. He/she would ensure that the project is implemented in accordance with the Financing Agreement with AfDB. He/she will have overall responsibility of monitoring, overseeing and guiding the implementation of the various components of the Project by the different stakeholders in all project locations.

5. Tasks and Responsibilities :

- Ensure efficient, effective and timely implementation of the rural livelihood project while ensuring that funds are used for the intended purposes and carry out the Project implementation in accordance with the terms and conditions set forth or referred to in the "Grant Agreement" and project document.
- Assist the ICPAC Director to coordinate and facilitate the implementation of the Project, and bring together Technical as well as other stakeholders on board by providing a platform for technical and policy dialogue with all Federal States of Somalia involved in the Project.

- Overall responsibility for the contractual reporting requirements (Prepare progress reports, Bia annual reports as well as the Completion Report with the support of the M&E Expert),
- Ensure that a financial management system is maintained in accordance with the provisions of the “Grant Agreement” and other documents related to the Project in consultation with the Finance team.
- Support IGAD/ICPAC in the institutional strengthening processes and staff capacity development in particular with Climate Change Adaptation;
- Ensure that there is participation of all key stakeholders from South Somalia, Somaliland and Puntland States project implementation and given updates including the Ministries of Environment in the different regions, and Ministry of Water in Somaliland.
- Assist IGAD/ICPAC with advocacy, networking, information and communication on CCA with stakeholders and beneficiaries
- Prepare, organise and follow up on workshops, meetings, training (based on a training needs assessment) and field missions related to the specific activities related to the expected results of the Project;
- Provide technical guidance and administrative support for the activities and decisions of the Technical Advisory Team.
- Shall be responsible to ensure the establishment and proper functioning of internal control and quality assurance system and participate in ensure that the Bank procurement, financial management and reporting requirements are fulfilled.
- Ensure annual Audits of the Project accounts are being undertaken by Auditors and facilitate submission of the Audit Reports to the Bank, within six months after the end of each financial year
- Facilitate the Mid-Term Review (MTR) and no later than six weeks prior to the MTR furnish to the AfDB and the Government a progress report describing the status of the implementation of each Project component.
- Facilitate production of the Project Completion Report (PCR)

6. Required Qualifications and Experience

The applicant should possess the following;

- A minimum of a University Master’s Degree in Environment Management, Science, Sustainable Development studies, Climate Change, Masters in Business Administration and any other Discipline relevant to the position. Specialized training in Climate Change Adaptation and Range Land Management will be an added advantage.
- Candidates are expected to have sound knowledge of contemporary issues related to climate change governance, natural resource management and sustainable development
- A minimum of five years’ experience at a senior level in a relevant public institution, private sector or in an international organization, with proven skills in the management and coordination of internationally financed development programmers.

- Proven experience in working in arid and semi arid areas of the Greater Horn of Africa region and ability and experience in management of partner funded project such as AfDB projects.
- He/she will have a proven track record of formulating, implementing and monitoring of policy dialogue on Climate Change and Rural livelihoods.
- He/She should have experience demonstrating strong analytical capacity in the field relevant to disaster risk management.
- He/she will have excellent command of English and as well as well as communication and report writing skills:

7. Reporting

The Selected candidate will report to the ICPAC Director in Nairobi, Kenya.

8. Remuneration

Negotiable within the IGAD project salary Scale and policy

9. Contract Duration

Two (2) years (1 Year, Renewable, Performance Based Contract)

10. Work Station

The project coordinator will be based in Nairobi Kenya with frequent travels to Somalia.

11. How to Apply

Send your Cover Letter, Detailed Curriculum Vitae and Scanned Copies of Certificates to the following Address:

IGAD Climate Prediction and Application Centre (ICPAC)
Kenya Meteorological Department Compound
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