



**UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)
REGIONAL CENTRE FOR LATIN AMERICA AND THE CARIBBEAN
ENVIRONMENT & ENERGY PRACTICE
CONSULTANT**

I. Post Information

Title: Consultant: Project Manager for Protected Areas Financing Project
BD & Ecosystems Growth and Equity Project

Type of contract: SSA (Special Service Agreement)

Supervisor/ Grade: UNDP Biodiversity regional technical advisor, Lead Natural Resource Economist.

Duration: Full time –
1 October 2010 – 31 September 2011

Location: Panama City, Panama.

II. Organizational Context

The Project Manager will be in charge of managing the following parallel projects that will combine forces to promote increases in Protected Areas budgets in Latin American and the Caribbean (LAC) countries:

1) BD and Ecosystems: Why these are important for sustained growth and Equity in Latin America and the Caribbean

Background: A regional Report has been produced synthesizing economic valuation data to provide the economic arguments and act as a platform for dialogue in key global and regional political events as part of the 2010 International Year of Biodiversity. The report has generated economic data across the region and made policy recommendations to be used as a base for national level dialogue and policy reform. It has also developed an innovative approach to economic valuation and identified many data gaps. The major partners in this initiative include ECLAC, UNEP and the CBD Secretariat.

Project's Objective: Inform Policy and decision makers in LAC of the need to invest in and maintain biodiversity and ecosystem services. The project will finalize, launch and promote the Report at regional and national level events; it will seek to develop regional capacity to undertake economic valuations and to achieve national level change within key ministries across the LAC Region.

2) Protected Areas (PA) Financing

Background: Globally, protected area systems are massively underfunded and lack the necessary financial resources to be managed effectively. Their protection is vital so that the maintenance of the ecosystems services they provide (flood control, water supply and sanitation, carbon storage, genetic diversity etc) can be ensured. Securing long term financial sustainability, therefore, along with improving institutional strengthening are key elements to the

effective present and future functioning of protected areas. In light of this, one of UNDP's main activities within the LAC Regional Programme in 2008-2010 has been to assist managers and decision makers from LAC countries to identify the needs and gaps for the financial sustainability of their protected area (PA) systems in a systematic and periodic manner. This project will be implemented in partnership with TNC.

Project's Objective: The aim of this PA financing initiative is to ensure the effective channeling of resources and capacity building efforts to strategic actions for reduction of the financial gaps of PA systems in LAC. This will be achieved by equipping governments and key decision makers in the region with knowledge and tools necessary for developing sound financial frameworks to ensure long term sustainability of their national PA system. By doing so, it is hoped that this natural capital would be better protected thereby conserving biodiversity and ecosystem services provided by PA to development and contributing to the regions climate change strategies. This project will require coordinating teams in approximately 10 countries and providing advice directly to PA finance plans and budget discussions. The work will build on UNDP's regional report on PA finances, which generated detailed data on protected area financial sustainability for the entire region.

III. Functions / Key Results Expected

1. Strategic Planning

- Plan and schedule the overall timelines and milestones of both projects.

Together with the Economics Valuation Consultant:

- Plan national level activities-strategy development and implementation
- Plan major national level workshops as needed, bringing in regional expertise
- Identify and plan for regional events to promote the work of the projects.
- Support in the development of strategic partnerships to help implementation of projects
- Support in the promotion of both project's outputs

2. Effective work of team

- Prepare TORs for the consulting teams of both projects
- Assist in the identification and selection of the consulting teams
- Set tasks and deadlines for the teams
- Develop a good working relationship with the consulting teams
- Develop and manage good working relationships with the TNC, ECLAC, UNEP country teams
- Oversee the work of the team, undertake technical reviews of their outputs
- Ensure deliverables submitted to agreed deadlines and of high technical quality.

3. Training and development of guidance

- Contribute to knowledge networks and communities of practice.

Together with the Economics Valuation Consultant:

- Support in the coordination of information exchange on project activities with other projects of the Regional Programme.
- Support in the capturing, codification and synthesis of lessons learned of both projects
- Support in managing of lessons learnt publications and guidance produced.
- Support in Bringing together lessons learnt both initiatives to share with national policy makers and key stakeholders in the region to incorporate recommendation into national policies.

4. National follow-up on projects

- Liaise with UNDP country offices
- Identify and network with funders interested in supporting PA financing and economic valuation of BD ecosystems services and activities in LAC.
- If required, participate in COs workshops related to the projects.
- Work with national UNDP offices to develop joint proposals with national level projects
- Develop regional level proposals facilitating guidance documents and supporting national level work.

5. Engagement of stakeholders and UNDP country offices

- Liaise when necessary with UNDP staff in headquarters, regional office and country offices for updates and follow-up on activities related to the projects
- Disseminate relevant information to project partners
- Ensure smooth and efficient coordination with TNC, ECLAC, UNEP and the CBD Secretariat at regional and national levels.

6. Fulfill UNDP management procedures

- Manage both project activities according to the work plan to produce the expected outputs
- Manage deliverables and payments to consultants of both projects
- Timely preparation and submission of the Annual Progress Report and any other substantial reports required by UNDP for both projects.
- Manage the contraction of selected consultants of both projects
- Develop workplans indicators and targets for the projects.
- Monitor and report on both projects expenditures.
- Ensure proper use of project budgets;
- Provide regular updates to the project directors on advances in project implementation

Deliverables:

- Both project workplans
- Country level national budget negotiation support strategies (approx 10 countries)
- Presentation materials for country budget negotiation support activities
- Reports on both project progress at country level
- Proposals for both projects co-funding

IV. Impact of Results

- Substantial technical, administrative and logistical assistance to the implementation of both initiatives
- Effective achievement of the outputs of both projects.
- Effective liaison role between the initiatives, the COs and relevant stakeholders.

V. Competencies and Critical Success Factors

- Strong interpersonal skills with ability to establish and maintain effective work relationships with people of different national and cultural backgrounds;
- Excellent coordination skills, with ability to work under pressure and handle multiple activities and projects concurrently.
- Ability to work independently and to participate effectively in a team based information sharing environment;
- Ability to coordinate and work as part of a team
- Ability to identify needs and propose appropriate solutions to tight deadlines
- Provide technical advice to project stakeholders on any of both projects financial issues
- Ability to strategize and develop workplans
- Ability to establish and maintain effective relationships with UNDP Country Offices, UNDP Headquarters and external partners
- Knowledge of UNDP system would be an advantage;
- Strong communication skills with ability to express ideas clearly, orally and in writing;
- Fluency in spoken and written English and Spanish is essential;
- Full computer literacy.

VI. Regime for Payment of Fees

- The professionals, who submit an expression of interest to work in the above described capacity, should set their expectations at daily or monthly rate payment in dollars of the United States of America.
- The contract signed as a special services agreement does not involve any fees in advance at the beginning of the consultancy.

VII. Recruitment Qualifications

Education:	Advanced university degree (Master's degree or higher) in environment, MBA and/or development related field with knowledge of socio-economic aspects of sustainable development.
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Experience:	<p>At least two (2) years of programme/project experience is required at the national or international level.</p> <p>Preferable with experience in natural resources or environmental policies with strong knowledge and understanding of Latin American and Caribbean policy dynamics.</p>
Language Requirements:	<p>Excellent command in written and spoken Spanish and English is essential.</p>
Other skills	<p>Proven analytical, problem solving, results oriented skills interpersonal and strong communications skills (oral and written)</p> <p>Ability to defend and explain difficult and complex project issues to high-level policy-makers is required.</p>

ADDITIONAL INFORMATION

- Qualified candidates who are interested in the above position are invited to submit their application, in English, attaching a UN Personal History Form, **no later than September 18, 2010.**

To: rc.lac.vacancy@undp.org

Subject: Vacancy Announcement N°047: BD Project Manager for PA & Economic Valuation Projects

- Please note that applications received after the deadline will not be considered.
- Only short-listed qualified candidates will receive an acknowledgement.