

**TERMS OF REFERENCE**

**Consultancy Services to the Caribbean Community Climate Change Center for the  
Position of National Project Coordinator for the Water Sector Resilience Nexus for  
Sustainability in Barbados (WSRN S-Barbados)**

January 2019

## **I. BACKGROUND**

### *Beneficiary country*

Barbados, like many small island developing states (SIDS), cannot ignore the overwhelming impact of climate change and the need to engage in adaptive and mitigation strategies to slow or retreat the deleterious effects climate change is having on our land and its development.

### *Current State of Affairs*

This consultancy is related to the implementation of the Funded Activity Agreement (FAA) executed on November 1<sup>st</sup> 2018 between the Caribbean Community Climate Change Centre (CCCCC) and the Green Climate Fund (GCF) relevant to the project titled, “*Water Sector Resilience Nexus for Sustainability in Barbados (WSRN S-Barbados)*” (The Project). This project was developed through a collaboration between the Government of Barbados, Barbados Water Authority (BWA) and the Caribbean Community Climate Change Center (CCCCC), and approved by the Board of Directors of the Green Climate Fund (GCF).

### *WSRN S-Barbados Project Brief*

Water Sector Resilience Nexus for Sustainability in Barbados (WSRN S-Barbados) was conditionally approved at the 19<sup>th</sup> sitting of the GCF board and is expected to commence implementation in the first quarter of 2019. The idea underpinning WSRN S-Barbados is to transform Barbados’ society into one that is more aware of the water cycle and climate change impacts threatening the island’s drinking water supply, create resilience to severe weather impacts, reduce greenhouse gas emissions, reduce consumption, and promote appropriate uses of diverse water sources and legislation to support climate smart development and water sector resilience. At the community level, this project will directly positively impact the communities in which it is being implemented. The project will engage with households to raise greater awareness and put into practice water conservation techniques, as well as, promote actions and technologies that will lead to greater efficiency in storage and use. Vulnerable households (differently able and ailing) will benefit directly through efforts to decentralize water storage by installing personal tanks. Barbados’ sole public hospital, as well as, several schools and polyclinics will also benefit through increased storage for emergency purposes. Several farmers will benefit by increasing rainwater harvesting and incorporating this into their irrigation systems. These actions, coupled with efforts to sensitize the public about climate change and variability and its impact on the water sector and other sectors will result in a paradigm shift in the monitoring, distribution, storage and utilisation of water resource. Indirectly, it will benefit the entire population of Barbados by creating an enabling environment that is investor friendly and cleaner.

The WSRN S-Barbados objectives are:

- To build greater resilience to extreme storm events and drought conditions by utilizing cleaner energy sources, decentralising water storage, promote rainwater harvesting at the household and community level, and improve the efficiency with which rainwater runoff replenish aquifers in Barbados.
- To further advance adaptation and mitigation initiatives in the water sector of Barbados by redirecting and mobilising local funds through a revolving adaptation fund.

- To reduce the greenhouse gas emissions intensity of water provision by integrating renewable energy with back-up natural gas turbines and sustainable Water Loss Reduction (WLR) initiatives.
- To contribute to capacity building via knowledge sharing and lessons learnt platforms within communities, educational organizations, private sector, civil society, BWA and the Government of Barbados to manage and monitor water resources.
- To support the review and development of a legislative framework to support climate smart development and water sector resilience.
- To collate and disseminate lessons learnt for use in developing further adaptation and mitigation initiatives and raising public awareness about climate change, water conservation, recycle and reuse, the revolving adaptation fund, Green Climate Fund and in general this project.

Nationally, the scope of this project fits into the Barbados' Growth and Development Strategy broad objectives 14 of: reducing dependence on fossil-fuels, ensuring environmental sustainability and combating Climate Change; building human and social capital; infrastructure upgrade and modernization; and, ensuring more modern and efficient public and private sector institutions. It will also aid BWA to better execute its' responsibility in supplying the island with potable water.

#### *CARICOM and WSRN S-Barbados*

Barbados is a member of CARICOM, which is a regional body, and has aligned itself with frameworks associated to building climate change resilience in the water sector. At a regional level, this project supports the strategic approach and actions outlined in the Regional Framework for Achieving Development Resilient to Climate Change and Implementation Plan<sup>16</sup>, which are designed to deliver significant improvement in the resilience of the CARICOM member States social, economic and environmental systems. The Implementation Plan for a Regional Framework for Achieving Development Resilience to Climate Change was adopted by Barbados as a CARICOM member in March 2012 at the 23rd Inter-Sessional Meeting for the Conference of Heads of Government of the CARICOM.<sup>17</sup> There was a pledge that the program will achieve increased availability of acceptable quantity and quality of water for all beneficial uses, and increased capacity and ability of countries and communities to adapt to climatic variability in the Caribbean region. This project therefore is in direct alignment with the projected outcome of this Regional Framework and therefore can serve as a regional model for other members of CARICOM. In addition, this project also reflects the desired outcomes of the CARICOM Framework for the Comprehensive Disaster Management (CDM) Strategy 2014 – 2024<sup>18</sup>; Outcomes 2.2, 2.3, 3.2 and, 3.3 which focus on increased and sustained knowledge management for CDM and improved effectiveness of CDM at the sectorial level.

## **II. SPECIFIC OBJECTIVE**

The objective of this position of National Project Coordinator (NPC) is to support the Caribbean Community Climate Change Centre's (referred hereafter as "the Centre") Project Manager in the implementation, monitoring, evaluation and reporting of the WSRN S-Barbados Project. This position will be financed under the WSRN S-Barbados Project, and aims to ensure that the Project will be implemented as approved by the GCF. The National Project Coordinator also supports the

Barbados Water Authority's efforts in Barbados to ensure that the counterpart-financing activities are implemented as set out in the WSRN S-Barbados. This position requires the following:

- a) Working closely with the Centre, the BWA, the relative Government Offices of Barbados, and the GCF, using the Centre's systems and tools to deliver project implementation, monitoring and evaluation results.
- b) Under the supervision and guidance of the Centre's Project Manager, the National Project Coordinator will be responsible for the day-to-day implementation, monitoring and evaluation of the GCF financed activities of the Project.
- c) Ensuring the project outcomes are in line with the requirements of the FAA and the Subsidiary Agreement between the Centre and the GCF, executed on January 7<sup>th</sup> 2019.

### **III. SCOPE OF WORK**

In carrying out his/her assignment, the National Project Coordinator (NPC) is required to employ a collaborative approach and close engagement with National Authorities and Stakeholders and their focal points on Climate Change in ensuring that Project implementation is consistent with National Standards and National Protocols.

The NPC will be responsible for:

- a) Managing and overseeing the day-to-day activities of the Centre's Project Team stationed in Barbados. Inclusive of these duties, the NPC will report to the Centre's personnel assigned overall responsibility of Project Manager for the Project, including implementation activities occurring in Barbados.
- b) Liaising and working closely with personnel of the Centre based at the head office in Belize assigned responsibility for the implementation, procurement, monitoring, evaluation, and financial accounting activities for the Project.
- c) Ensuring the timely implementation of GCF funded project activities and arranging for any national coordination and public consultations as required.
- d) Supporting the delivery of quality project outputs through preparation of annual and quarterly work plans, including budgets, monthly summaries, quarterly and annual progress reports, that *inter alia* highlight achievements, issues that could affect the Project and recommendations for resolution.
- e) Overseeing the implementation of the Project activities implemented by BWA and financed through co-financing.
- f) Assisting the Centre's Project Manager in monitoring BWA's compliance with its obligations under the Subsidiary Agreement.
- g) Coordinating meetings of the Project Steering Committee, ensuring the recording of Minutes and implementation of decisions.
- h) Drafting Terms of References, technical specifications and scope of services for the procurement of consultancies, goods and works associated with the GCF funded activities and managing the performance of service providers.
- i) Providing support to the processing of payments to service providers.
- j) Preparing and delivering presentations on the Project.
- k) Providing support to the Centre on the development of complementary projects to support Barbados' climate resilience efforts.

- l) Monitoring events as determined in the project monitoring schedule plan, and updating work plans, budgets and procurement plans as required.
- m) Supporting the Centre's preparation of requests for disbursement to the GCF, through advance of funds, direct payments, or reimbursement.
- n) Managing and monitoring the project risks initially identified and progressively provide management updates and submit new risks if any to the Project Steering Committee for consideration and decision on possible actions if required. The NPC will update the status of these risks by maintaining the project risks log.
- o) Capturing lessons learnt during project implementation – lessons learned log could be used in this regard.

#### **IV. QUALIFICATIONS AND KEY EXPERTISE**

Minimum Qualifications Requirements: A post-graduate degree in Environmental Engineering/Science/Management, Project Management, or Business Administration or a related discipline.

##### Specific Experience:

- At least 5 years' proven experience in project/programme development and project cycle management with a focus on climate finance and / or water resources management.
- At least 10 years of experience in climate change, technical, financial and economic analyses, environmental analyses or research in the field of sustainability.

##### General Experience:

- Proven expertise and in-depth knowledge of water management, water sanitation, sustainable energy and climate change policies and practices in the Latin America and the Caribbean context;
- Knowledge and/or familiarity with the climate change threats, development imperatives and sociocultural dynamics in the Caribbean;
- Knowledge of the water sector in Barbados and/or in the Caribbean and Latin American region especially in relation to matters such as: technical requirements, necessary permits and procedures for connection, etc.
- Proven ability to generate and sustain ongoing consultation and meaningful participatory processes with a wide cross section of stakeholders throughout the duration of the period of employment;
- Knowledge of non-revenue water standards and academia-industry cooperation.
- Strong track record of preparing high-level documents and reports on climate change and stakeholder including experience in project design, management, monitoring, evaluating and reporting.
- Demonstrated ability to work within a multi-disciplinary team of experts involved in project/programme design and execution. Good organizational skills and planning acumen and ability to work without supervision.
- Knowledge of the Green Climate Fund Project modalities and procedures.

## **V. CHARACTERISTICS OF THE POSITION**

Duration of Contract: The Project is expected to be implemented during a period of 63 months from date of effectiveness of the FAA. The NPC will be contacted for a period of three (3) years in the first instance, with the possibility of renewal for the duration of the Project pursuant to a performance evaluation.

Location: The successful candidate will be located in Barbados at an office assigned by the BWA, with travel to Member States as necessary.

Start date: The proposed commencement date is February 15<sup>th</sup> 2019.

Remuneration: To be negotiated based on budgetary allocation for the position.

Relationship with the Centre: The NPC will function as a long term Consultant of the Centre.

## **VI. MANAGEMENT OF THE ASSIGNMENT**

The National Project Coordinator will liaise with Centre staff assigned to provide support under this Project but will ultimately report to Head of the Project Development and Management Unit of the Centre.