



Liberia Sustainable Management of Fisheries Project (LSMFP)

National Fisheries & Aquaculture Authority

P. O. Box 10-1384
United Nations Drive, Bushrod Island
1000 MONROVIA 10, LIBERIA



REQUEST FOR EXPRESSION INTEREST (INDIVIDUAL CONSULTANCY)

PROJECT ID: P172012

Subject: Request for Expression of Interest (REOI) for provision of Consultancy Services as National Project Coordinator for LSMFP Project

Reference No: LR-NAFAA-162586-CS-INDV

Assignment Title: Project Coordinator

The Government of Liberia through the National Fisheries & Aquaculture Authority has received financial support from the World Bank Group in support of the **Liberia Sustainable Management of Fisheries Project (LSMFP)** in Liberia and intends to apply part of the proceeds towards the recruitment of a National Project Coordinator.

The objective of this assignment is to support the National Fisheries and Aquaculture Authority through the Sustainable Management of Fisheries Project (LSMFP) in Liberia to lead implementation of activities of the Project Implementations Unit (PIU).

The LSMFP Coordinator is an adviser to the Director General of the National Fisheries and Aquaculture Authority, and he/she is to work in close collaboration with the National Steering Committee. The Project Coordinator will be responsible for the management of the Project Implementations Unit (PIU) and advising NaFAA on the timely and effective implementation of the planned project activity within the framework of the PPA and main project agreement.

The National Fisheries and Aquaculture Authority (NaFAA) 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 includes the following qualifications:

- Master's Degree or its equivalent in Marine Science, Marine Resource Management, Fisheries or other relevant discipline with at least 5 years of post-graduate work experience; with significant training in project management
- Administration experience and technical ability to manage an investment project.

- Post graduate qualification in these fields would be advantageous
- Ten (10) years' work experience, 5 of which must have been in similar capacity or with a donor funded project
- Inland and Coastal fisheries planning and management in the Atlantic Ocean, including policy, legislation, fisheries assessment, and compliance
- Fisheries administrations
- Community based fisheries management (would be advantageous)
- Sustainable development opportunities for coastal fisheries
- Small scale fisheries (would be advantageous)
- Marine and Inland fisheries management
- Developing small scale fisheries and aquaculture (would be advantageous)

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

a) www.nafaa.gov.lr

b) www.emansion.gov.lr

c) 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, August 2018, and November 2020 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://projectsbeta.worldbank.org/en/projects-operations/products-and-services/brief/procurement-newframework> .

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

Further information can be obtained at the address below during office hours, i.e. 0900 to 1600 hours GMT.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by **Monday August 30, 2021 @ 4:00PM GMT**

Liberia Sustainable Management of Fisheries Project (LSMFP)

Attn: Acting Project Coordinator

Mesurado Pier, Freeport of Monrovia

Monrovia, Liberia

Tel: +231770532901/ +231777963901

E-mail: twsuwo@nafaa.gov.lr

Cc: kpelewahj100@gmail.com , maakundusiah@gmail.com, jkelewah@nafaa.gov.lr

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

TERMS OF REFERENCE (PROJECT COORDINATOR)

The Government of Liberia through the National Fisheries & Aquaculture Authority has received financial support from the World Bank Group in support of the sustainable Management of Fisheries Project (LSMFP) in Liberia and intends to apply part of the proceeds towards the recruitment of a National Project Coordinator.

A. Objective of the Assignment

The objective of this assignment is to support the National Fisheries and Aquaculture Authority through the Sustainable Management of Fisheries Project (LSMFP) in Liberia to lead implementation of activities of the Project Implementations Unit (PIU).

The LSMFP Coordinator is an adviser to the Director General of the National Fisheries and Aquaculture Authority, and he/she is to work in close collaboration with the National Steering Committee. The Project Coordinator will be responsible for the management of the Project Implementations Unit (PIU) and advising NaFAA on the timely and effective implementation of the planned project activity within the framework of the PPA and main project agreement.

B. Scope of Work and Task

The tasks of the Project Coordinator are:

- Managing staff and overseeing the day-to-day activities of the PIU in support of NaFAA's implementation of the LFMP, including procurement, project monitoring and evaluation, financial management, progress and financial reporting, leading staff of the PIU;
- Overall advice on project activities and arrange for public consultations as required.
- Participate and represent the PIU as non-decision-making member in the Project Steering Committee (PSC) and serve as secretary of the committee;
- Draft Terms of References and management of local and foreign consultants, monitoring progress on deliverables under those contracts and providing feedback as necessary, and coordination of the work of the consultants consistent with the overall project implementation plan;
- Prepare, or as appropriate supervise the preparation of, progress reports, annual reports, project completion report and other reports that may be required by the Bank or other stakeholders;
- Supervise PIU staff in the performance of their respective duties and ensure the efficient functioning of the unit, making sure that clear working arrangements are established for collaborating with key stakeholders on all management, financial, accounting, procurement, environmental/social safeguard and monitoring and evaluation matters;
- Represent the PIU and the project in general to national and international audiences
- Lead the development of work plans, workshops and periodical work sessions and meetings for the unit and hold orientation seminar for team members from the PIU to clarify the project's objective and methodology.
- Identify implementation arrangements and needed resources to implement the project activities and ensure proper management of funds, including accounting, financial control and audit procedures as defined by World Bank as well as the procurement of goods, works and services in accordance with World Bank guidelines including submission of annual financial audit to the World Bank.

- The project coordinator will report directly to the Director General of NaFAA and works directly with the Task Team Leader of the World Bank.
- Co-ordinate and work with relevant ministries, agencies and commissions, local government authorities and institutions, international agencies, non-governmental organizations, community-based organizations and other stakeholders as required to assist NaFAA with the execution of LFMP activities
- Provide implementation support missions to the World Bank team

E. Required Qualification, Skills and Competence

Qualifications:

- Master's Degree or its equivalent in Marine Science, Marine Resource Management, Fisheries or other relevant discipline with at least 5 years of post-graduate work experience; with significant training in project management
- Administration experience and technical ability to manage an investment project.
- Post graduate qualification in these fields would be advantageous
- Ten (10) years' work experience, 5 of which must have been in similar capacity or with a donor funded project

Knowledge of:

- Inland and Coastal fisheries planning and management in the Atlantic Ocean, including policy, legislation, fisheries assessment, and compliance
- Fisheries administrations
- Community based fisheries management (would be advantageous)
- Sustainable development opportunities for coastal fisheries
- Small scale fisheries (would be advantageous)
- Marine and Inland fisheries management

Skills:

- Ability to mentor, motivate, transfer skills and work closely with key stakeholders
- Effective communication within an organization and with external stakeholders
- Ability to establish a rapport with, and work with, people of diverse cultures, backgrounds and education
- Strategic thinking and problem solving
- Ability to identify and oversee viable development opportunities
- Fluent written and spoken English; foreign language skills would be advantageous; and;
- A good working knowledge of MS Windows (EXEL, Word and Power Point)

Experience in:

- Developing small scale fisheries and aquaculture (would be advantageous)

F. Duration of the Assignment

The duration of the assignment is 2 years with a three (3) Months' probation, and shall be renewable based on satisfactory performance and availability of funding.

G. Reporting Arrangement

The Project Coordinator will report to the Director General of NaFAA and World Bank task team leader with a monthly summary report, a 6 monthly and annual report covering Expenditure, Procurement, NaFAA activities relative to annual work plans, plans for the next reporting period and issues to be resolved.

Duty Station: Monrovia, with regular travel to project communities.

H. Recruitment Method

The recruitment method for the consultant shall be through Selection of Individual Consultant (IC).