



RIVER BASIN
MANAGEMENT
& TRANSPARENCY

Terms of References

For the position of

Monitoring and evaluation specialist

Project name:	River Basin Management and Transparency
Location:	Republic of Albania
Description of the agreement:	Legal and institutional support for CSOs and civil society networks in Albania
Period of duration of agreement/services:	100 effective days in the period of August 2019- March 2021
Application Deadline:	July 15, 2019

1. Background:

In April 2018 Institute of Collaboration for Integration and Development (ICID) Albania in partnership with Institute for Research in Environment and Civil Engineering and Energy (IECE) Macedonia and Milieukontakt Macedonia (MKM), started the project, entitled "River Basin management and transparency". The total duration of the project is 30 months, starting from April 2018, and ending in October 2020. Overall objective of the project is to strengthen CSOs capacities for involvement in the process of development of River Basin Management plans in Albania, thus contribute toward wider public support of RBM Plans.

As it is widely recognized general public mainly through CSOs and civil society networks engagement must play one of the most important roles in the process of public involvement in the development and implementation of River Basins Management Plans (RBMP). This is also clearly recognized in the Water Framework Directive (WFD) which is obligatory for Albania and which states that "the success of the WFD relies on close co-operation and coherent action at Community, Member State and local level as well as on information, consultation and involvement of the public". Fact is that Albanian development success depends not only on a private sector and an efficient public sector, but also on a vigorous civic society sector. The link between government and civil society is nowadays crucial for the Albanian development. However, CSOs often lack capacity in some areas of expertise, which means that they are not able to fulfill their expected and desired roles, such as facilitation, information-provision, awareness creation, lobbying and advocacy. CSOs in Albania that are mainly focused on environment, especially water issues need to expand their expertise to water resources management (WRM) with the accent on RBM plans development and implementation.

The participatory approach must secure that different interest groups such as: business community, local or national institutions, media etc. will benefit from the action. The action is mostly directed toward relevant civil society organizations that will show that they are able to demonstrate how the proposed action is compatible with their long-term plans and to demonstrate advocacy skills in development and improvement of public participation, decision making and consultation in designated region or district, either by introducing or re-enforcing principles of Public Participation to the public. They will also have to set an example by applying a set of accountability and monitoring tools to their current work and practices. The project is designed to ensure identification of all interest parties, recognize their needs, and direct the action toward meeting those needs.

This project is funded by the European Union

The project is implemented by Milieukontakt Macedonia, ICID and IECE





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2. Specific objectives of the Project:

- a) to strengthen CSO's capacities to increase their influence in the working process and outcomes of RBM plans in all stages of their development and implementation;
- b) to strengthen CSOs capacities for involvement in characterization of the River Basin Districts of Shkodra, Vlora, Pogradeci and Durresi in Albania for data collection, information and experiences sharing, identification of conflicts and establishing common understanding as well as for active involvement in development of the Programme of Measures;
- c) to support CSO's advocacy work for improving public participation, information exchange, consultation, decision-making, creation of awareness and promotion of environmental issues related to development, update and implementation of RBM plans, and
- d) to raise public awareness related to the key environmental issues and problems that affect the aquatic environment and the promote new ways to address them.

3. Scope of work

The proposed scope of work will include the following activities:

- The specialist is to participate in the process of creating the call for sub granting for the RBMT project.
- Review the work of the evaluation committee during the process of selecting sub grantees
- With inputs from MKM and other project partners follow and monitor the implementation of the sub granting projects, its effectiveness and quality
- Participate in the review of interim reports from sub grantees
- Participate in the review of the final reports from sub grantees
- Prepare report final monitoring and evaluation report

4. Deliverables:

The contractor/expert will deliver the following:

1. Monitoring and evaluation report on the process of sub granting on the project RBMT

5. Required Qualifications and Experience:

General professional experience

- Strong professional background (academic and experience) in relation to law or political science, public administration, or related fields, including advanced degree and at least 10 years' professional experience.

Civil servants and other staff currently employed by public administrations of the beneficiary country are not eligible to apply.

The specialist must be independent and free from conflicts of interest in the responsibilities defined by the Terms of Reference.



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6. Qualifications

- Strong professional background (academic and experience) in relation to law or political science, public administration, or related fields, including advanced degree and at least 10 years' professional experience.
- Relevant academic background (Master's Degree preferred)
- Demonstrated expertise in law and local governance with emphasize on Environmental law
- Full computer literacy
- Excellent written and spoken English
- Knowledge and experience in designing M&E systems and conducting evaluations and grading schemes.
- At least five (5) years of experience in monitoring and evaluation, results-based management.
- Excellent writing and analytical skill in drafting reports.
- Understanding and knowledge of basic computer applications such as MS Words, Excel and data base management; and
- Experience in EU project procedures
- Experience in working with Civil Society Organizations

7. Project language:

The working language of the project is English

8. Time frame

The specialist shall be scheduled to work from August 2019 until March 2021, for up to 100 days.

9. Payments

MKM shall affect payments to the successful contractor upon MKM's satisfaction with expected deliverables set forth in Section 4.

10. Evaluation Criteria

Criteria	Points
CV, including relevant expertise; experience and skills required for this position.	70 points max
Financial offer	30 points max
Total	100



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11. How to apply?

Send an e-mail with your CV, Reference letter, letter of interest along with the financial offer for the engagement to the e-mail address: info@mkm.mk using the subject line: **Monitoring and evaluation specialist**

Deadline for submissions of documents is July 15, 2019, 17.00 a.m. We encourage applicants to submit the application well before the deadline date.

If you need help, or have queries, please contact: info@mkm.mk

Only the e-mails sent during three (3) days upon the announcement of the vacancy will be replied to.

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