



REPUBLIC OF LIBERIA  
ENVIRONMENTAL PROTECTION AGENCY  
4th Street Sinkor, Tubman Boulevard  
1000 Monrovia, 10 Liberia  
P.O. Box 4024



|                          |  |                  |  |
|--------------------------|--|------------------|--|
| <b>Job title</b>         | Coastal Engineer   |                  |  |
| <b>Procuring Entity</b>  | Environmental Protection Agency (EPA)  |                  |  |
| <b>Programme/Project</b> | Monrovia Metropolitan Climate Resilience Project (MMCRP)   |                  |  |
| <b>Activity result</b>   | Quality control and oversight on the development of the detailed design and construction plan for the rock revetment |                  |  |
| <b>Assignment</b>        | To supervise the development of the design and construction plan for the rock revetment                              |                  |  |
| <b>Location</b>          | Monrovia, Liberia  | <b>Duration:</b> | One year initially with possibility of renewal depending on performance and availability of funds. |

## BACKGROUND

The Liberian capital Monrovia is particularly vulnerable to climate effects, namely sea level rise and the increased frequency of high-intensity storms. This has resulted in coastal erosion and shoreline retreat, which threatens the sustainability of ecosystem services and directly impacts Monrovia's fishery-based livelihoods.

The Environmental Protection Agency of Liberia (EPA) is the Executing Entity for the Monrovia Metropolitan Climate Resilience Project (MMCRP or Project), financed by the Green Climate Fund (GCF), the United Nations Development Program (UNDP) and the Government of Liberia (GoL). The core aim of the Project is to build the long-term climate resilience of coastal communities in Liberia by both addressing immediate adaptation priorities and creating an enabling environment for upscaling coastal adaptation initiatives to other parts of Monrovia and Liberia. This will be done through interventions in three interrelated focus areas: i) coastal protection; ii) coastal management; and iii) diversified climate-resilient livelihoods. The Project includes an infrastructure component for the construction of a rock revetment to protect West Point against coastal erosion and storms. The Project will run from 26 June 2021 to 25 June 2026.

The Project interventions of coastal protection, comprehensive, long-term planning for coastal zone management and the strengthening of local livelihoods — in conjunction with strong awareness-raising and knowledge management considerations — will address both the immediate and long-term impacts of climate change on the coast of Monrovia and facilitate the potential for upscaling these initiatives across Liberia. The Project will also catalyse a paradigm shift in the management of Monrovia's coastal zone towards an integrated, transformative and proactive approach that addresses current and anticipated climate change risks and which mixes both infrastructure (where necessary) and coastal ecosystems in adaptation efforts.



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The Environmental Protection Agency (EPA) is the principal authority in Liberia responsible for the management of the environment and natural resources and is empowered to coordinate, monitor, supervise and consult with relevant stakeholders on all activities in the protection of the environment and sustainable use of natural resources. The EPA, in close collaboration with the Ministry of Mines and Energy (MME), Ministry of Finance and Development Planning (MFDP), the Ministry of Public Works (MPW) will implement the MMCRP through a Project Management Unit, based at the EPA. The UNDP, as an Accredited Entity to the GCF will provide oversight and quality assurance services to the MMCRP.

The Project Management Unit (PMU) shall be responsible for the implementation of the Project with support from the EPA and UNDP. The PMU shall be administratively based at the EPA. PMU staff shall be seated at the EPA Building and shall report to the Executive Director of the EPA. The Project Manager shall run the project on a day-to-day basis on behalf of the EPA subject to the strategic guidance and direction of the Project Board and the PSC and the National Climate Change Secretariat.

### **OBJECTIVE**

The Coastal Engineer's primary responsibility is to provide quality control and oversight on the development of the detailed design and construction plan for the rock revetment.

The Coastal Engineer will form part of the PMU staff and will work closely with the Chief Technical Advisor, Administrative and Financial Officer, the Procurement Expert, the Procurement Assistant, Gender Officer, Safeguards Officer, Monitoring and Evaluation Officer and Driver under the direct supervision of the Project Coordinator. The Coastal Engineer will also engage closely the EPA, the Responsible Parties, the Project Technical Sub-Committee and other stakeholders involved in the implementation of the Project.

### **DUTIES AND RESPONSIBILITIES**

Under the guidance and direction of the Project Board and the PSC, and the supervision of the Executive Director/Chief Executive Director of the EPA and the National Project Director, the Coastal Engineer shall perform the following duties and responsibilities:

- Conduct site inspection and surveys supervision visits for development of final detailed design and construction plan by the engineering firm;
- Provide technical advice and support for tender documentation and procedure related to the procurement of the construction company;
- Support development application and safeguards processes as required;
- Provide ongoing quality control and inspections of construction works;
- Work closely with the Chief Technical Advisor to fine tune conceptual approaches, minimize impacts and enhance the sustainability of engineering approaches;
- Provide ongoing monitoring and quality control / review of works with the Construction company in the implementation of the capital works;
- With the PMU and Safeguards Officer assist to ensure all environmental considerations and impact mitigation measures are in place;
- At completion of works review infrastructure and submit report outlining any short falls in expectations;



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- Develop an “Infrastructure Owner’s Manual” outlining for example; maintenance schedules, monitoring requirements, improvements, considerations for future work, etc.;
- Support capacity building efforts potentially through a range of modalities; Govt counterpart relationships, participation at workshops, community meetings, on-site mentoring, etc.;
- Maintain a flexible, responsive, positive approach to changing circumstances; and
- As directed by the Project Coordinator, assist with related general problem solving and other relevant tasks as they may arise.

### EXPECTED OUTPUTS AND DELIVERABLES

The Coastal Engineer will be expected to deliver quality control and oversight on the development of the detailed design and construction plan for the rock revetment and to ensure adherence to best practices, sustainability of solutions implemented, and longevity of the coastal defense measures are taken into account.

### INSTITUTIONAL ARRANGEMENTS

The Coastal Engineer will report directly to the Focal Person at the Ministry of Mines and Energy and the Executive Director/Chief Executive Director of the EPA through the National Project Director. As PMU staff, the Coastal Engineer will work under the guidance of the Project Coordinator and Chief Technical Advisor and as appropriate.

Project reporting shall be undertaken at four levels:

1. **EPA/National Project Director:** the Project Coordinator shall be responsible for drafting reports on PMU activities and the respective activities of the Responsible Parties to the Executive Director/Chief Executive Officer of the EPA and the National Project Director as required for review by the PSC before being issued;
2. **Project Steering Committee:** Reporting shall be monthly, based on the minutes from the PSC highlighting: progress for the period; issues being managed; escalations to the Project Board and progress planned next period and/or aligned with the frequency of the Project Steering Committee meetings.
3. **Project Board:** Minutes and actions will be recorded for each Project Board meeting. Any additional reporting requirement shall be at the discretion of the Project Board.
4. **UNDP:** as the Accredited Entity, the UNDP shall receive the final project terminal evaluation report and other documentation related to project closure activities or as required by the GCF.

The Coastal Engineer shall be recruited for a period of 1 year (12 months) under a Service Contract appointment renewable for a period of 6 years (duration of the Project) subject to satisfactory performance. The EPA reserves the right to rescind the contract during that period should performance of the Coastal Engineer not meet its requirements.

### QUALIFICATIONS

#### Education



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- Minimum Bachelor's degree in Coastal Engineering or related field.

### Experience

- At least 7 years of professional experience in the area of coastal engineering and coastal-protection structures;
- Preference given to specific experience in coastal engineering in West Africa;
- Expert level of experience with hydrodynamic modelling, construction, planning and design;
- Substantial, relevant and practical experience with coastal management, dredging operations, reclamation;
- Demonstrated ability to engage and work with governmental agencies, development partners and with local communities; and
- Excellent working knowledge of English and written communication skills.

### Competencies and skills

- Excellent communication and facilitation skills.
- Ability to follow deadlines, accuracy and attention to detail.
- Ability in negotiating, diplomacy and lobbying skills
- Ability to work under minimum supervision to meet short deadlines
- Commitment and drive to achieve challenging goals, and problem solving attitude
- A team player with strong interpersonal skills and the ability to deal with multiple teams located in multiple institutions
- Ability to identify client needs and deliver them promptly and accurately
- Ability to work under tight timelines.
- Demonstrated ability in team management and collaboration

### SUBMISSION OF APPLICATIONS

Interested candidates should send a CV and one-page cover letter indicating their suitability for the post to the Environmental Protection Agency. All interested candidates are to address their applications and to the following address:

#### ATTENTION:

**Pescee T. Doe**  
**Officer in Charge, Procurement**  
**Environment Protection Agency (EPA)**  
**4th Street Sinkor**  
**1000 Monrovia, 10 Liberia**  
**P.O. Box 4024**

Applications can also be received through email [ptdoe@epa.gov.lr](mailto:ptdoe@epa.gov.lr). Please indicate 'MMCRP Coastal Engineer' in the subject line.

The closing date for submission of applications is **August 16, 2021** at 4:00 PM. Any submission received after this deadline will not be considered. Only applicants that meet the requirements as outlined



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in the terms of reference will be considered for evaluation.

NOTE: This information is also posted on <https://www.emansion.gov.lr/>, <https://ekmsliberia.info/>, <https://www.epa.gov.lr/>, <https://www.undp.org/> and can be found in local dailies.

### **SELECTION CRITERIA**

The EPA shall recruit the Coastal Engineer through an open, transparent and competitive process and shall be guided by *inter alia* the Procurement and Public Concessions Act of Liberia. All PMU staff shall conform to the Government of Liberia's laws on anti-bribery and anti-corruption. Notice is hereby issued to all interested candidates that failure to adhere to conflict-of-interest restrictions and anti-fraud and corruption rules constitutes grounds for potential debarment from future participation in procurement of goods, services or works that may result from the Project.