



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

CALL FOR EXPRESSION OF INTEREST
TO PROVIDE CONSULTANCY SERVICE
REFERENCE NO: EOI/EPA/E&E/CON/003/2024

Consultancy Service to Conduct Mapping of Degraded Areas, Awareness Raising and Tree Nursery Establishment in Voinjama, Lofa County

TERMS OF REFERENCE FOR NATIONAL CONSULTANT

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|---------------------------------|---|------------------------------|---------------------------------|
| Job Title | National Consultant | | |
| Division/Department | Energy & Environment/Environmental Protection Agency/EPA | | |
| Programme/Project Number | UNDP Energy & Environment Program/Country Support Program | | |
| Activity 2.1.1 Result | Degraded Areas Mapping is Conducted, Awareness Raising held and Tree Nursery Established in Voinjama, Lofa County | | |
| Assignment | To Conduct Mapping of Degraded Areas, Awareness Raising and Tree Nursery Establishment in Voinjama, Lofa County | | |
| Location | Voinjama, Lofa County | | |
| Reports to | Energy & Environment Coordinator/EPA-UNDP | Consultancy Duration: | 2 Months (May 1 – July 2, 2024) |

BACKGROUND

The Environmental Protection Agency (EPA) through the United Nations Development Program (UNDP) Energy & Environment Program/Country Program Support intends to support the Government of Liberia through the Environmental Protection Agency to conduct mapping of degraded areas, raise awareness and establish tree nursery in Voinjama, Lofa County

The Environmental Protection Agency (EPA) is the principal authority in Liberia responsible for the management of the environment; coordinate, monitor, supervise and consult with relevant stakeholders on all activities in the protection of the environment and sustainable use of natural resources.

Pursuant to this, the EPA with support from the United National Development Program (UNDP) intends to hire a National Consultant to conduct mapping of degraded areas, raise awareness and establish tree nursery in Voinjama, Lofa County. Considering the above, the UNDP through the Energy & Environment Unit of the EPA requests the services of a National Consultant to work in collaboration with the EPA in achieving this objective.

With the plethora of challenges, the Energy and Environment (E&E) programme of the UNDP seeks to support the Government's efforts in achieving diversified and inclusive economic growth through investments in sustainable and environmentally friendly agriculture, food security, job creation and improved resilience to climate change and natural disasters. UNDP works to empower the population and build a resilient nation. It supports the government to develop and implement interventions aimed at improving the lives of the people, including women, youth and People living with Disability (PWD).

Through its Energy and Environment (E&E) Programme, UNDP supports the government through its relevant Ministries, Agencies and Commissions (MACs) to address environmental issues and mitigate their impacts to support the collective growth and development of the country.

Contract and Reporting Requirements

The Consultant will be hired against a performance-based contract for two (2) months (May 1 – July 2, 2024). He/she will report to Coordinator of the EPA-UNDP Energy & Environment Unit. The Consultant shall submit reports summarized below, for the respective period(s). All documents/reports should be issued in English, submitted in both hard and electronic copies.

- **Monthly Progress Reports:** The Consultant shall prepare weekly concise reports with the relevant information on progress, highlighting achievements, emerging issues that need to be clarified with the client and recommendations.
- **Final Report:** Before the end of the assignment: The Consultant shall submit a final report detailing all the activities undertaken. The report should outline achievements, issues and lessons learnt.

Scope of Work and Tasks

The Consultant will have the following responsibilities:

- Conduct study and review of reports/findings of degraded land across Liberia but with specificity on Voinjama, Lofa County.
- Document causes and impacts on the environment and affected communities.
- Map degraded areas in Voinjama, Lofa County.
- Conduct awareness within affected areas in Voinjama, Lofa County on the environmental impact of land degradation and the importance of forest/land reclamation
- Conduct training/awareness within affected communities in Voinjama, Lofa County in tree nursery establishment.
- Ensure that tree nursery pilot initiative is established within affected communities of Voinjama, Lofa County.
- Carryout all necessary stakeholders' consultations, recommendations, inputs, amendments, and edits.
- Conduct stakeholders' inception and validation meetings when require.
- Liaise with the Forestry Development Authority local office in the planning and implementation of the project activities (mapping, trees selection, nursery establishment, trees planting, etc.), ensuring alien invasive species are not selected.

Job Responsibilities:

- 1) Review and recommend the appropriate remedial approaches.
- 2) Advance ideas on how all remaining protected areas/lands can be used wisely and integrated into land use planning.
- 3) Make suggestions on how human needs while sustaining biodiversity can be harmonised and met
- 4) Suggest how to protect historical sites that are being degraded by unregulated human activities.
- 5) Developed comprehensive plan for degraded land use/management, ensuring it is aligned with the country national policy
- 6) Submit final report in both soft and hard copies.

Key Expected Results

- Comprehensive degraded areas mapping in Voinjama, Lofa County is conducted.
- Awareness is raised on the environmental and human impacts cause by land degradation.
- Awareness is raised on tree nursery establishment.
- Comprehensive plan for degraded land use/management inclusive of essential services they provide, ensuring it is aligned with the country national policy is developed.
- One pilot trees nursery established with not less than 2000 seedlings including fruit trees.

Functional Competencies:

- Excellent and effective communication (verbal and written) skills, including ability to prepare reports and conduct presentations by clearly formulating positions on issues, articulating options concisely conveying maximum necessary information, making and defending recommendations; ability to convey difficult issues and positions to the public.
- Have a considerable knowledge of proposal development and report writing.
- Demonstrated knowledge/experience in dealing with artisanal mining issues and or land use/reclamation.

QUALIFICATION

Education:

- Master's Degree in Environmental Management, Urban Planning, Regional Development, Sustainable Development, Development Economics, Forestry and related Social Science disciplines.

Experience

- More than five (5) years of documented experience of working in related field of study in the sub-regions.
- Knowledge and experience in various jurisdiction of Policy especially in Environmental Management, Regional Planning, land use policy/planning, Conservation and Public Policy.
- Demonstrated experience performing similar services requested.
- Knowledge of capacity development, and Policy Analysis.
- Documented social skills and networking capabilities is an advantage.

- Experience in management and organizational development.

OTHER SKILLS

- Excellent team player with good interpersonal skills
- Ability to manage workload with minimum supervision
- Ability to work under pressure and tight deadlines
- Ability to accommodate additional demands at short notice
- Ability to work in a multi-cultural environment
- Oral communication/presentation skills
- Proactive mindset
- Experience in working with the EPA or UNDP funded activities/projects

PLEASE ADDRESS ALL APPLICATION TO:

ATTENTION: Mr. Pescee T. Doe
Assistant Manager/Procurement
Environment Protection Agency (EPA)
4th Street, Sinkor
1000 Monrovia, 10 Liberia
P.O. Box 4024

or through email (infoepa2024@gmail.com), indicating in subject area “**Conduct Mapping of Degraded Areas, Awareness Raising and Tree Nursery Establishment in Voinjama, Lofa County**”. Closing date for submission of Expression of Interests (EOIs) is **4PM, April 18, 2024**. Any submission coming/received after this deadline will not be given consideration. Only submissions that meet the requirement/criteria as contained in the Request for Expression of Interest will be considered for evaluation. The application package must include CV, Technical and Financial Proposals.

NOTE: This information is also posted on these websites: www.emansion.gov.lr, www.ekmsliberia.info., www.epa.gov.lr, www.unpd. and local dailies.