



Advisor to ECOWAS Directorate of Environment Recruitment

Position Title:	Advisor to ECOWAS Directorate of Environment
Status:	Full time
Contractually reports to:	WA BiCC Policy and Institutional Support Specialist and coordinates on implementation under the auspices of the Director of the ECOWAS Environment Directorate or her/his Designee
Location:	Abuja, Nigeria
Duration:	2 years
Remuneration:	The remuneration will be determined by Tetra Tech ARD according to USAID rules and regulations.

BACKGROUND

TetraTech ARD (Tt/ARD) and its consortium partners – Palladium Group (formally dTS), Columbia University’s Center for International Earth Science Information Network (CIESIN), PCI Media Impact (PCI), Wetlands International Africa (WIA) and Pact World – were awarded the USAID contract for the implementation of West Africa Biodiversity and Climate Change (WA BiCC) activities from May 2015 to May 2020. This Program is designed to strengthen the resiliency and sustainability of West African institutions, ecosystems, and communities.

The overall goal of the partnership established between the ECOWAS Environment Directorate and WA BiCC is to increase capacity to effectively influence policies and practices on regional and national levels that strengthen policy frameworks based on increased knowledge of effective environmental practices ranging from the community to sub-regional level. Under this partnership, WA BiCC will provide technical and organizational assistance to the Environment Directorate of ECOWAS through the provision of a full term Advisor to be based within the Directorate Team in Abuja. The Advisor will provide ongoing support to the Directorate to undertake the activities jointly identified by the ECOWAS and WA BiCC teams.

MAIN RESPONSIBILITIES AND TASKS

The Advisor will coordinate and supervise the different interventions between WABICC and ECOWAS as well as facilitate various aspects of work being handled by various consultants to the WABICC – ECOWAS collaboration, details of which are contained in the under-listed major activities:

- Assist the Directorate to revise the Environmental Action Plan (EAP) of the ECOWAS Environmental Policy (ECOWEP) to improve/update the formulation, as deemed necessary, according to the mandate of the Directorate; define clear core values to be shared and promoted by all staff members;
- Increase the awareness and presence of the Directorate on issues relating to environment, natural resources management and climate change at the regional, national and local levels;
- Assist the Directorate to develop a fund raising strategy to mobilize resources to more effectively and sustainably implement the EAP and achieve its mandate;
- Assist the Directorate to mobilize resources in order to meet the needs to implement the EAP with the ECOWAS institutions, Member States, civil society actors, etc.
- Support the development of a Performance Management Plan (PMP) integrating different interventions at the Directorate level. The PMP will be in-line with the ECOWAS result monitoring system and allow communication and experience sharing with external stakeholders and regional institutions (a shared performance measurement system);
- Ensure implementation of the PMP by facilitating the training of technical Staff, the design of data collection tools and ensuring regular follow-up on uptake and questions;



- Assist the Directorate to mobilize resources in order to define a communication strategy that meets the needs of the ECOWAS institutions, Member States, civil society actors, the donors and partners regionally and globally;
- Assist the ECOWAS to mobilize resources to support communications tools and strategies to improve the visibility of the Directorate, its work and achievements on environment and natural resources management issues;
- Assist the Directorate to increase its skills, tools and capacity for more targeted and effective advocacy regarding its role both internally within ECOWAS Secretariat as well as with Members States, partners and civil society actors;
- Assist the Directorate to revise the strategic programme on Adaptation to improve/update the formulation, as deemed necessary, taking in to account the updating of the adaptation challenges and the provision of Paris Agreement on climate change ;
- Assist the Directorate to develop an environmental assessment report based on WA BiCC and other regionals concerns
- Assist the Directorate to mobilize resources to implement the operational plan under the revised strategic plan for the period 2016 – 2020;
- Reinforce capacities of Directorate staff on writing and speaking English and French, project design and proposal writing;
- Assist the Directorate to design and implement a Communication and Learning system to more effectively share lessons and experiences with partners across the Member States;
- Assist the Directorate to assess communication gaps, tools and resources needed in terms of developing and implementing an information management system and training staff members on the use of modern, cutting-edge technologies for informed decision making;
- Coordinate the various capacity building interventions, ensure the implementation of the ISP and report on progress to the Directorate, WA BiCC and Tetra Tech ARD management;
- Support the Directorate to mobilize resources for targeted technical and organizational training;
- Assist the Directorate on coordination efforts for designing, managing and reporting on activities and projects conducted in partnership with the WA BICC project.

REQUIREMENTS

- Master's degree in a discipline relevant to the position, preferably in environment, natural resources management, forestry, climate change or relevant fields linked to direct education and experience in Strategic planning, Project Management, Monitoring and Evaluation, International development, Statistics, Research or other skills;
- Minimum of ten (10) to fifteen (15) years of progressively increased responsibilities for designing, managing, implementing and monitoring complex projects involving multiple stakeholders and implementing partners;
- Experience working with West African sub-regional institutions, governments and donors is required;
- Demonstrated experience working collaboratively with institutional and private sector partners and stakeholders in a multinational setting;
- Experience in institutional support and building capacity of partners and staff members, strong team building skills and affinity for coaching and mentoring staff;
- An understanding of the mandates and working procedures of ECOWAS and other regional organizations is required. A comprehensive knowledge of the African regional integration agenda and best practices in policy development, harmonization and implementation is also required;
- Experience in the development, implementation, monitoring and evaluation, coordination and mobilization with one or more of the following types of programs: natural resources management, Climate change resilience and mitigation. Wildlife trafficking or community resilience would be an asset;



- Provide concrete evidence of previous achievements of a development strategy and action plan in environmental management and climate change at the sub-regional level with international institutions and United Nations Agencies;
- Knowledge of the international financing mechanisms for regional and national programs and projects (multilateral, bilateral, Global Environment Facility and others);
- Experience in financial resource mobilization;
- Experience with the following cross-cutting approaches: gender equity and female empowerment, youth empowerment, and social accountability and governance;
- Experience managing programmatic and financial reporting requirements; and
- Fluency in reading, writing and speaking English and French is required.

MODE OF APPLICATION

Interested candidates are solicited to send their application no later than **Friday May 27th 2016 by 5:00pm GMT** to the following email address: wabiccrecruit@gmail.com

Please include "ECOWAS Advisor" in the subject of the email. To be considered, applicants must submit the following as part of this on-line application process:

- A letter of application explaining individual qualifications for this opportunity
- A current CV in reverse chronological format
- A list of at least 4 professional references including name, contact information, and statement of relationship to the reference

All of the information should be in one file not exceeding 4 pages.