



## Terms of Reference Monitoring and Evaluation Officer

### Background

In 2011 Suriname re-engaged into a national REDD+ readiness process, after some earlier initiatives started in 2006. It aims at getting ready to possibly enter a future international REDD+ mechanism that would compensate financially for national efforts to reduce emissions from deforestation and forest degradation. Suriname has formulated a five years plan to prepare the country for REDD+ (R-PP). In March 2013, Suriname presented its R-PP to the FCPF Participants Committee meeting (PC14), and received approval for a US\$ 3.8M grant to support some of the preparatory activities towards REDD+. These funds from the FCPF will be implemented by the United Nations Development Program (UNDP), as delivery partner in Suriname, as core funding to the present project document.

REDD+ readiness process offers an opportunity for the Government of Suriname (GoS) to leverage efforts and results towards sustainable development. Learning from past experience, REDD+ already fostered openness, participation and transparency, improved data collection and analysis, national and multi-sector dialogue and cooperation. Key factors for REDD+ readiness success are fully consistent with and supportive to the efforts of the GoS and the United Nations strategy to promote more inclusive, fair, well-informed and robust, climate-compatible and sustainable development. There is obvious win-win potential to be tapped in Suriname between REDD+ and the overall development process. Thus, REDD+ can be seen as a tool to support and foster national dialogue especially with indigenous and maroon peoples, to strengthen its practice of democracy, to improve public effectiveness and accountability, governance, legislation and the business environment, to accelerate decentralization and to enhance regional and international stance, and diplomatic positioning.

The project is managed by the NIMOS as the REDD+ Technical Coordinating focal point for Suriname, in charge of leading and managing the project implementation. The project intends to achieve two gradual outcomes:

1. By 2016, REDD+ will be recognized as a strategic lever at the heart of the national development strategy post-2016; and
2. By 2017, Suriname will be ready to undertake results-based actions that can be recognized by the UNFCCC and can therefore attract results-based payments.

The Project, "Mainstreaming Global Environment Commitments for Effective National Environmental Management in Suriname", is targeted towards addressing cross-cutting capacity gaps and needs, by supporting interventions that will strengthen key government structures, as well as mechanisms for the civil society sector, to improve the institutional framework set up to implement the Rio Conventions and to deliver global environmental benefits. Under this project, capacity development support will lead to



Empowered lives.  
Resilient nations.

two outcomes: (1) Increased capacity of decision makers and stakeholders to manage **environmental planning and processes that lead to decisions aimed at increasing global environmental benefits through better use of information and knowledge**; and (2) **Improved national capacities for the effective coordinated management and implementation** of the Rio Conventions, and (3) **to continued leverage of financial resources** to support the Conventions' objectives.

The major highlights of the Minamata Convention on Mercury include a ban on new mercury mines, the phase-out of existing ones, control measures on air emissions, and the international regulation of the informal sector for artisanal and small-scale gold mining. To facilitate the early entry into force of the Convention, a Mercury Initial Assessment (MIA) will provide a basis for any further work towards ratification and implementation. As the artisanal and small-scale gold mining (ASGM) sector is a major source of mercury release and environmental pollution in the world, Suriname is, according to the Minamata Convention, required to develop a National Action Plan (NAP). Article 7 of the Minamata Convention on Mercury addresses artisanal and small scale gold mining (ASGM), the largest global source of mercury pollution. Under this Article, countries where mercury use in ASGM is "more than insignificant" are required to take steps to reduce and, where feasible, eliminate the use of mercury, by developing a NAP. The Suriname NAP will focus on the ASGM sector for which a strategy to systematically reduce mercury emissions will be articulated. In order to streamline all efforts and initiatives taken within the Gold mining industry, the project "Improving Environmental Management in the Mining Sector of Suriname, with Emphasis on Gold Mining" project, was signed in December 2016 between the UNDP and NIMOS. The project's objective is to improve the management of gold mining in Suriname and promote uptake of environmentally responsible mining technologies to reduce the negative effects on biodiversity, forests and local communities. The strategy to achieve this objective is to set an enabling environment at the institutional level in order to effectively implement on the ground actions to improve the management of the artisanal and small-scale gold mining sector, by introducing environmentally responsible mining technologies, monitoring the project's social and environmental impacts on local communities, and sharing new knowledge at the national level and at the regional level with neighboring countries facing similar issues.

## **2. OVERALL SCOPE OF THE WORK**

Under the overall supervision and guidance of the General Director NIMOS, the **Monitoring & Evaluation Officer** ensures that minimum monitoring and evaluation requirements for, among others, the REDD+ Programme are met as well as conducts and participates in thematic and crosscutting evaluations. The **Monitoring and Evaluations Officer** will be responsible for the Monitoring and Evaluation of the R-PP Project and will closely coordinate his/her work with the GDN, PC, PMU, UNDP Staff and the REDD+ Project Board. Furthermore, the M&E Officer will be responsible for the monitoring



Empowered lives.  
Resilient nations.

and evaluation of the CCCD Project, the MIA/NAP/Full-size Mining Project that are being implemented under the management and supervision of NIMOS

### **3. RESPONSIBILITIES AND DUTIES:**

#### **Monitoring**

Based on a Monitoring Plan, focus on achieving the following:

- Diligently checking if the REDD+ Programme, CCCD Project and the MIA/NAP/Full-size Mining Project are 'on-track' in achieving the defined milestones, particularly the Outcomes related to Outputs as stated in the Annual Work Plans (AWPs);
- When monitoring the Outputs, consider the risks identified in the R-PP & PRODOC and the other projects related documents; and
- Contribute to the reporting on the progress of implementation of the REDD+ Programme, the CCCD Project and the MIA/NAP/Full-size Mining Project

#### **Evaluation**

Based on an Evaluation Plan, focus on achieving the following:

- Measuring outcomes (=changes in behaviour and performance) related to the project activities in the AWP (so called 'fast-cycle measurables'). This can be done with support of 'Third Party' Consultancies;
- Provide evidence on the performance of the REDD+ Programme, the CCCD Project and the MIA/NAP/Full-size Mining Project ; and
- Drafting/revision of Terms of Reference (TOR) for specific project/thematic/sector evaluation missions and/or desk evaluations/reviews, participation in consultant and evaluation team selection, technical feedback on evaluations and budget oversight

#### **Overall**

- Identification and formulation of lessons learned from both monitoring and evaluations to be integrated into broader Office knowledge management efforts;
- Involve relevant stakeholders in the monitoring and evaluating of results related to the implementation of the REDD+ Programme, the CCCD Project and the MIA/NAP/Full-size Mining Project. In this regard, make use, where possible, of advances in and the spread of Information and Communication Technology;
- Make use of innovations<sup>1</sup> for monitoring and evaluating the performance of the REDD+ Programme, the CCCD Project and the MIA/NAP/Full-size Mining Project. These innovations should prove to have a significant impact on how M&E is done or improve the value or usefulness of monitoring information and evaluating findings; and
- Participate in the preparation/planning activities of the PMUs for the REDD+ Programme, the CCCD Project and the MIA/NAP/Full-size Mining Project

---

<sup>1</sup> An innovation in M&E is NOT simply a better, faster, cheaper way of doing the same thing



Empowered lives.  
Resilient nations.

#### 4. COMPETENCIES

##### Results-Based Programme Development and Management

- Contributes into results through primary research and analysis
- Assesses project performance to identify success factors and incorporates best practices into project work
- Researches linkages across programme activities to identify critical points of integration
- Monitors specific stages of projects/programme implementation

##### Building Strategic Partnerships

- Analyses and selects materials for strengthening strategic alliances with partners and stakeholders

##### Innovation and Marketing New Approaches

- Generates new ideas and proposes new, more effective ways of doing things
- Documents and analyses innovative strategies/best practices/new approaches

##### Promoting Organizational Learning and Knowledge Sharing

- Generates new ideas and approaches, researches best practices and proposes new, more effective ways of doing things
- Documents and analyses innovative strategies and new approaches

##### Job Knowledge/Technical Expertise

- Understands and applies fundamental concepts and principles of a professional discipline or technical specialty relating to the position
- Possesses basic knowledge of organizational policies and procedures relating to the position and applies them consistently in work tasks
- Strives to keep job knowledge up-to-date through self-directed study and other means of learning
- Demonstrates good knowledge of information technology and applies it in work assignments

##### Client Orientation

- Researches potential solutions to internal and external client needs and reports back in a timely, succinct and appropriate fashion
- Organizes and prioritizes work schedule to meet client needs and deadlines

##### Core Competencies:

- Demonstrating/safeguarding ethics and integrity
- Demonstrate corporate knowledge and sound judgment
- Self-development, initiative-taking
- Acting as a team player and facilitating team work
- Facilitating and encouraging open communication in the team, communicating effectively
- Creating synergies through self-control
- Managing conflict
- Learning and sharing knowledge and encourage the learning of others.
- Informed and transparent decision making



Empowered lives.  
Resilient nations.

## 5. QUALIFICATIONS

### Education:

- Advanced Degree or equivalent in Development studies, International Relations, Political Science, or related social sciences;

### Experience:

- At least 5 years of relevant M&E experience at the international or national level in international development issues.
- Experience in managing M&E systems highly desirable, including M&E capacity building.
- Experience in data collection methods and analysis for effective monitoring
- Sound understanding of results-based management principles in the UN context
- Experience in the analysis of health and socio-economic issues and related policy matters preferred.
- Experience in the usage of computers and office software packages, experience in handling of web-based management systems. Knowledge of 'Management Information System' (MIS) preferred.

### Language Requirements:

- Excellent and demonstrable Dutch and English language skills, both spoken and written.
- Demonstrable spoken Sranang Tongo language skills is a strong advantage

## 6. Duration

12 Months. Renewable upon satisfactory performance of contract is possible for duration of the Programme.

### Duty Station

Paramaribo, SURINAME

### Expected Places of Travel (if applicable)

Limited (Interior of country or abroad)

### Supervision

The **Monitoring and Evaluation Officer** will be supervised by the General Director NIMOS.