**Republic of Tajikistan**

**TAJIKISTAN RESILIENT LANDSCAPE RESTORATION PROJECT**

**TERMS OF REFERENCES AND SCOPE OF SERVICES**

**for**

**MONITORING AND EVALUATION (M&E) SPECIALIST**

1. **BACKGROUND AND BRIEF DESCRIPTION OF THE PROJECT**

The Government of Tajikistan implements the Tajikistan Resilient Landscape Restoration Project (TRLRP) project, financed by the World Bank Group (WBG).

The RESILAND CA+ is an umbrella program that will include national projects in Kazakhstan, the Kyrgyz Republic, Tajikistan, and Uzbekistan to help these Central Asian countries restore landscapes through investments and technical knowledge and expertise. In addition to supporting national projects, it will also enhance regional dialogue and collaboration on landscape management region wide. Supporting communities, youth, and women along border areas to build a vibrant economy based on forest and natural resources, RESILAND CA+ also aims to contribute to increased climate resilience of people, ecosystems, and infrastructure.

The Project Development Objective (PDO) of the TRLRP is to increase area under sustainable landscape management in selected locations in Tajikistan and promote collaboration by Central Asia countries on transboundary landscape restoration.

This PDO is uniform across the RESILAND CA+ projects with sustainable landscape management practices differing based on the specific country contexts. In the case of Tajikistan, sustainable landscape management includes practices such as agroforestry (intercropping with trees and shelterbelts); improved grazing land management through temporal enclosure, rotational grazing, and enrichment planting; plantations and reforestation; protected area management; soil fertility and water harvesting and efficiency measures; climate-smart agriculture; and other relevant practices, Sustainable landscape management practices will be carried out by the Government, the private sector, and rural communities in the targeted locations*,* whose capacities will be increased to carry these out.

The project will be implemented by the Project Implementation Team (PIT) under the Center for Implementation of Investment Projects within the Committee of Environmental Protection (CIIP CEP).

1. **OBJECTIVES OF ASSIGNMENT**

The purpose of this consultancy is to provide M&E support to the Implementation Unit and assistance in the oversight of the overall project M&E system, including collecting, processing and disseminating essential project data and results. Data collection and reporting formats will aim to capture essential information. Outcome monitoring and project impact assessments will make use of the data collected by the project partners

The Monitoring and evaluation will provide guidance on the roles and responsibilities of project beneficiaries and partners, plus other relevant stakeholders in collecting, analyzing and communicating project data and results.

1. **TASKS AND SCOPE OF SERVICES**

Under the overall guidance and supervision of the Project Coordinator, the Project M&E Specialist will carry out the following tasks:

* Overseeing project monitoring and evaluation, including gathering, aggregating and analyzing relevant data for project progress reporting, and preparation of necessary reports to the World Bank, the TRLRP, and the Government of Tajikistan. To conduct this task, the Specialist shall work closely with Project staff, partners, and field-based project staff and consultants;
* Assisting the development, reviewing and updating of the detailed ‘Guide for project monitoring and evaluation’, which is a part of the Project Operational Manual;
* Coordinating roles and responsibilities of project beneficiaries and partners, plus other relevant stakeholders in collecting, analyzing and communicating project data and results;
* Establishing and maintaining project database/s for the purposes of monitoring, evaluation and reporting on project progress in accordance with the Project Results Framework;
* Providing timely updates to Project Coordinator on project implementation and progress, and advice on M&E in order to help ensure adaptive management;
* Providing training, training materials and practical advice in M&E (data collection, management, analysis, etc.) to project staff and consultants, and partners such as facilitating organizations, pasture and forest user groups, common interest groups, etc.;
* Prepare technical aspects of relevant TORs for M&E activities in the project working closely with other project staff and consultants as needed;
* Oversee implementation of relevant consultancies in project M&E, and other areas as requested by the Project Coordinator;
* Assisting the Project Coordinator in preparing project outreach materials, e.g., presentations, project descriptions;
* Any other tasks as agreed with the Project Coordinator.
1. **QUALIFICATIONS AND EXPERIENCE REQUIREMENTS**

***Education:***

* Master’s degree with relevance to monitoring and evaluation, and project management, e.g. economics, political science, natural resource management, business administration, etc..

***Experience:***

* At least five years relevant work experience in project monitoring and evaluation with reputable international organization or donor-supported project is required;
* Experience with application of digital tools in monitoring and evaluation, e.g., Kobo Tool Box, GIS applications, is an advantage;
* Proven experience in preparing high quality and analytical reports is required;
* Experience in delivering training (and developing related materials, e.g., manuals, presentations, etc.) to a variety of audiences (e.g., rural population, government staff and specialists, NGOs);
* Knowledge of agricultural, environmental, rural development and climate change issues will be an advantage.

***Personal Qualities:***

* Applicants must demonstrate enthusiasm for, and commitment to sustainable development environmental management;
* Excellent communication and inter-personal skills;
* Excellent team-working skills;
* Ability and willingness to travel to remote areas is essential.

***Communication and Computer Skills:***

* Computer skills (MS office, MS Word, MS Excel, Power point, Internet E-mail etc.) is required;
* Fluency in written and spoken in Tajik, Russian and fluency in written and spoken English is an advantage.
1. **INSTITUTIONAL ARRANGEMENTS**

The M&E Specialist will be contracted through the Committee for Environmental Protection and will work closely with the Project team and CEP specialists, the project partners, along with other stakeholders as needed.

1. **DURATION**

The M&E Specialist shall be contracted for 12 months, with an initial 3-month probationary period. The contract will be re-confirmed or terminated depending on the performance assessment by the CEP at the end of the probation period.

1. **REPORTING AND APPROVAL PROCEDURES**

The M&E Specialist will provide monthly reports to the Project Director through the Head of CIIP in hard copy in Tajik in a format acceptable to the CEP.

1. **CLIENT INPUTS**

The CEP will provide office space, necessary equipment and documents for Specialist during the working period in the CEP office, and arrange transportation for field trips if required.

1. **LOCATION**

The M&E Specialist will be based in Dushanbe with travel to the project sites.