**Republic of Tajikistan**

**TAJIKISTAN RESILIENT LANDSCAPE RESTORATION PROJECT**

**TERMS OF REFERENCES AND SCOPE OF SERVICES**

**for**

**Social Development and Gender 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 Social and Gender Specialist is to provide technical assistance to strengthen social development aspects of project activities. The specialist will provide advice, guidance and oversight to ensure project’s compliance with the WB social aspects in development and implementation of the environmental and social risk management instruments in compliance with the WB Environmental and Social Framework. The Specialist will be expected to work closely with Environmental Specialist, Community Development Specialist and other specialists and advisors to ensure the integration of social and gender dimensions and associated good practices in project implementation and to monitor social and institutional aspects.

The Specialist will provide advice and guidance to help ensure inclusion of vulnerable and marginal sections of the rural population in the project, to monitor and evaluate social development parameters and to provide training as needed to project staff and partners on social development and institutional issues.

1. **SCOPE OF WORK AND TASKS**

Overall, the Specialist’s scope of work will include arrangement and implementation of procedures and workflows to ensure effective social mitigation and gender promotion measures are in place in line with the Environmental & Social Management Framework (ESMF), the Resettlement Policy Framework (RPF), Stakeholder Engagement Plan (SEP), Process Framework (PF) and Labor Management Procedures (LMP). In close collaboration with the Environmental Specialist s/he will ensure the effective implementation of the commitments outlined in the Environmental and Social Commitment Plan (ESCP).

Under the overall guidance and supervision of the Project Coordinator, the Social Development and Gender Specialist will be responsible for:

* Providing necessary support in preparation and implementation of the site-specific environmental and social risk management instruments in compliance with the WB Environmental and Social Standards.
* Ensuring that the planning and management of project investments to enable rural people to increase their productive assets in ways that improve natural resource management and resilience to climate change in selected climate vulnerable sites that address key social development aspects such as participation of poor and marginal groups, gender, identification of social risks, mitigating adverse impacts on disadvantaged groups, etc.
* Providing social development guidance for and review planning processes, implementation agreements such as memoranda of understanding, user association by-laws, etc., to ensure consistency and good practice across the project.
* Providing oversight for and support contractors in complying with the project’s environmental and social risk management instruments; ensure contractors documenting and maintaining records (written, photographic) for the social impacts and risks management, including community safety related accidents during the project implementation;
* Preparing social risk management and Gender Based Violence/ Sexual Exploitation & Abuse/Sexual Harassment training materials and conduct social requirements training for the PIT and contractors’ staff in accordance with the WB E&S Standards;
* Arranging and facilitating the stakeholder engagement process as detailed in the SEP;
* Operationalizing the project specific grievance redress mechanism (GRM), monitor implementation and ensure that citizens, including groups that may be excluded, will be able to provide unrestricted feedback on a wide range of issues;
* Coordinating the GRM implementation at all levels, maintain the project specific complaints database, and report on GRM performance;
* Undertaking field visits as required to the project sites to supervise the implementation of project activities, ensure alignment with project objectives, and identify social development risks and opportunities; respond to and document complaints received based on the field reports;
* Monitoring and reporting on any social impacts and risks management issues identified during project implementation, including the implementation of ESMF, RPF, SEP and LMP, and provide recommendations to the project management on how they could be addressed in compliance with the World Bank E&S Standards.
* Providing inputs on social risks management and gender issues for the PIT regular progress reports to be submitted to the World Bank as defined in the POM;
* Preparing and submitting briefers, responses, analytical notes and other information on social impacts and risks management and gender issues performance, including labor management procedures, citizen engagement and grievance redress mechanisms implementation.
* Ensuring that relevant Safeguards requirement of documentation in voluntary agreements on access restrictions, particularly in pasture;
* Revisiting project documents such as Operational Manuals to ensure that social development aspects are adequately addressed;
* Collecting and analyzing data relevant to social development aspects, e.g., gender, poor and vulnerable groups, participation, institutions, decision-making arrangements, etc., for the purposes of monitoring and evaluation. The specialist shall work with M&E staff and other consultants to develop data collection methods and analyses to support adaptive management in the project;
* Participating in relevant seminars, workshops, etc., on related issues to support social development and gender dimensions in project;
* Assisting implementation of dissemination activities, which will be elaborated in the Communications Strategy, including the organization of workshops, consultations, etc., ensuring that relevant stakeholders are included, and in providing social and institutional input for dissemination materials and appropriate methods of outreach to marginal groups.

1. **QUALIFICATIONS AND EXPERIENCE REQUIREMENTS**

***Education:***

* University degree in social science, anthropology, political science, public relations or any other related field;

***Experience:***

* At least five years of relevant work experience in social development/gender studies or closely associated sectors and solid background in social development skills (social inclusion, participatory assessments and planning, quantitative and qualitative methods of data collection, stakeholder analysis, etc.) is required;
* Understanding of the social safeguards policies/social standards of international financial organizations and social and gender development approaches conversant with the Tajik regulations and procedures;
* 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) is desirable;
* Knowledge of agricultural, environmental, rural development, natural resource management, climate change, and food security issues will be an advantage;
* Experience with carrying out social impact assessments would be an advantage;

***Personal Qualities:***

* Applicants must demonstrate enthusiasm for, and commitment, to social development and in fragile settings, with particular interest in addressing the needs of the most vulnerable. A hands-on and action-oriented approach will be essential;
* Excellent communication, including report writing, 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 and Russian, basic knowledge of reading and writing in English is required;

1. **INSTITUTIONAL ARRANGEMENTS**

The Social Development and Gender 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 Social Development and Gender 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 Social Development and Gender 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 supply office space and necessary equipment for specialist during the working period in the CEP office and arrange transport for field trips.

1. **LOCATION**

The Social Development and Gender Specialist will be based in Dushanbe with frequent travels to the project sites.