



## Call for Applications Regional Advisory Committee (RAC) Experts 6 positions Maximum Per Region



**Positions title:** Regional Advisory Committees (RAC) Independent Expert

**Duration:** short assignment during 2019 – 2021:

2019: 1 Medium Grant call – 1 Small grant call for proposal

2020: 2 Small grants call for proposal

2021: 2 Small grant calls for proposal

**Duty station:** Home Country of the member. Travel to RAC meeting location may be required by the assignment. On-line meeting can be as well foreseen.

**Type of appointment:** Consultant expert; approximately 7 -10 days of work per call for proposal (depending on number of proposals)

**Closing date for applications: 15 March 2019**

### 1. Background and objectives

The Biodiversity and Protected Areas Management (BIOPAMA) programme aims to improve the long-term conservation and sustainable use of natural resources in African, Caribbean and Pacific (ACP) countries, in protected areas, conserved areas and surrounding communities. It is an initiative of the ACP Group of States financed by the European Union's 11th European Development Fund (EDF), jointly implemented by the International Union for Conservation of Nature (IUCN) and the Joint Research Centre of the European Commission (JRC). Building on the first five years of activities financed by the 10th EDF, BIOPAMA's second phase provides tools for data and information management, services for improving the knowledge and capacity for protected area planning and decision making, and funding opportunities for specific site-based actions. [www.biopama.org](http://www.biopama.org)

The BIOPAMA Action Component Regional Advisory Committees (RAC) are bringing together independent experts with specific and sound expertise and knowledge of ACP biodiversity, protected areas issues at the national and regional levels, as well as representatives of the BIOPAMA Action Component Secretariat and of the Regional BIOPAMA teams.

The BIOPAMA RAC independent experts have an important role during the proposal assessment, evaluation, final selection and award stage of the BIOPAMA grant process. Through their analysis and comments, they are responsible for ensuring that the process is robust, fair, impartial, transparent and independent.

IUCN seeks applications from qualified individuals to serve on the Regional Advisory Committees (RAC) established to provide analysis and recommendations on the selection of grantees for the BIOPAMA action component. Up to 6 individuals with expertise in biodiversity, protected/conserved areas and project proposal analysis will be appointed to serve in each of the RAC.

The overall goal of BIOPAMA's Action Component is to support field projects in protected and conserved areas and/or wider conservation landscape and/or priority landscapes when identified.<sup>1</sup>

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<sup>1</sup> For more details, see the [RIS portal website](#)

**6 RAC** are foreseen to be set up for the following regions:

- Central Africa
- Western Africa
- Eastern Africa
- Southern Africa
- Caribbean
- Pacific

For the list of countries for each region, please see annex 1.

## **2. RAC members' responsibilities**

In accordance to the Action Component objectives, the RAC experts have the following responsibilities:

- (a) Review the BIOPAMA action component applications for their region using and complying with the special guidance developed for the matter;
- (b) Assess BIOPAMA AC Grant proposals against agreed selection criteria;
- (c) Completing a scoring grid and providing detailed comments and clear recommendations for each proposal, in English;
- (d) Compiling a ranking list;
- (e) Attending the RAC meeting and sharing findings with the other assessors (at least two experts will review each proposals) in a constructive dialogue;
- (f) Provide scientific, technical and operational recommendations s/he believes to be necessary or useful for the implementation of the proposed projects;
- (g) Assess whether the proposals have adequate measures for mitigating impacts on environment and society and are in line with IUCN's ESMS;
- (h) Provide recommendations regarding modifications and alternatives for the development of mitigation plan;
- (i) Supporting the BIOPAMA Action Component Secretariat at the stage of the grant agreement negotiation in providing explanation on the comments and recommendations in order to facilitate the improvement of the proposals if needed

## **3. Qualifications and requirements**

**Specific technical requirements of the expert positions IUCN is seeking to fill:**

- **Biodiversity, protected and conserved Areas:** specific knowledge of terrestrial and marine protected and conserved areas' challenges in ACP countries; experience and expertise in equitable management of protected and conserved areas, experience and expertise in ecosystem services management; general understanding of the ACP regions' conservation targets; good understanding of the links between climate change and ecosystem degradation (including relevant mitigation actions).
- **Project cycle:** experience in analysing project proposals and formulation of sound recommendations for their improvement; experience developing and evaluating mitigation measures; experience in project and/or program monitoring and evaluation; Experience translating scientific information into practical mitigation and management advice; Experience in designing and developing multi partner projects.
- **Environmental and social safeguards:** experience in cumulative impact assessment and quantitative risk assessment; experience in conducting EIAs; familiarity with IUCN's ESMS Policy and/or other ESMS policy framework and standards; experience in measuring and evaluating cumulative effects of human activities on the environment and social patterns.

### General requirements:

- MSc or higher degree (or equivalent) in a field relevant to the subject area described above;
- At least 10 years of relevant experience and knowledge of protected and conserved areas and biodiversity especially in the cultural and political context of one ACP region;
- Track record of relevant publications is a significant advantage;
- Membership in relevant scientific and technical networks is an advantage;
- Knowledge of the governance, social and management effectiveness assessments in one ACP region is a significant advantage;
- Proven experience analysing and assessing project proposals;
- Experience working in a similar context and/or setting of a technical and advisory panel or expert review process;
- Proven ability to work well as part of a diverse, multi-cultural and geographically dispersed team; under time constraints and in European Union funded projects;
- Experience working with Stakeholders at the local, national and regional level in one ACP Region;
- Proven ability to write and edit scientific material in English, and French or Spanish or Portuguese - for the ACP regions hosting French or Spanish or Portuguese-speaking countries.

## 4. Applications

All interested and qualified persons are encouraged to submit their credentials and a supporting Letter of Motivation in English addressing and providing evidence for the specific Technical requirements relevant to the specific expert position, as well as the General requirements, along with the Application Form (see below).

All applications should be submitted by email before **15 March 2019**, to the relevant BIOPAMA Action Component Regional Focal points and Carole Martinez [carole.martinez@iucn.org](mailto:carole.martinez@iucn.org):

Western Africa	Tanya Merceron	<a href="mailto:tanya.merceron@iucn.org">tanya.merceron@iucn.org</a>
Central Africa	Tanya Merceron	<a href="mailto:tanya.merceron@iucn.org">tanya.merceron@iucn.org</a>
Eastern Africa	Sue Snyman	<a href="mailto:sue.snyman@iucn.org">sue.snyman@iucn.org</a>
Southern Africa	Sue Snyman	<a href="mailto:sue.snyman@iucn.org">sue.snyman@iucn.org</a>
Caribbean	Hyacinth Armstrong-Vaughn	<a href="mailto:Hyacinth.armstrongvaughn@iucn.org">Hyacinth.armstrongvaughn@iucn.org</a>
Pacific	Paul van Nimwegen	<a href="mailto:Paul.vanNimwegen@iucn.org">Paul.vanNimwegen@iucn.org</a>

The application should be sent with the subject line: Application RAC expert BIOPAMA + **Region name**.

Any application received by IUCN later than the stipulated closing date and time, and any application that is incomplete, will not be considered.

## 5. Eligibility, selection criteria and process

The eligible candidates must be:

- available to allocate sufficient time for Panel work;
- independent from, and free from any conflict of interest (whether actual, potential or reasonably perceived). The selected experts will be required to sign a declaration of no conflict of interest for each call for proposals before taking part to the RAC.
- able and willing to serve in an individual expert capacity and provide the best scientific and technical advice, irrespective of views that may be held by any organization s/he may be affiliated with;
- not impose any additional conditions on his/her participation.

The selection criteria are:

Experience	Maximum Score
<ul style="list-style-type: none"> <li>• Proven experience and in analysing project proposals in the ACP Region and formulation of sound recommendations for their improvement (references should be given with the number of proposal assessed )</li> </ul>	20 Points
<ul style="list-style-type: none"> <li>• Specific knowledge of terrestrial and marine protected areas' challenges in ACP Countries of the region and field experience in management and governance of Protected Areas in ACP Countries of the Region (reference of activities and projects should be given)</li> </ul>	20 Points
<ul style="list-style-type: none"> <li>• General good understanding of the region's conservation targets;</li> </ul>	10 points
<ul style="list-style-type: none"> <li>• General good understanding of the region's livelihoods challenges</li> </ul>	10 points
<ul style="list-style-type: none"> <li>• Good understanding and experience in project ESMS requirements</li> </ul>	20 points

The eligible candidates will be scored and evaluated based on the information and evidence provided in the application as well as the General requirements outlined above and in accordance with relevant IUCN Policies and Procedures. Additional considerations will be given to ensure a balanced selection of the final Panel team, again in line with relevant IUCN Policies and Procedures.

The Expert applications will be analysed by the BIOPAMA regional coordinator in collaboration with the BIOPAMA AC Secretariat. The results of the call for interest and the most suitable applications will be shared with the EU DG DEVCO and the ACP Secretariat. The selected RAC experts will be then contracted.

Working for IUCN means joining a dedicated and diverse team of experts based all over the world. IUCN is an equal opportunity employer and does not discriminate in its recruitment practices, welcoming applications from all qualified people.

## 6. Conditions

### **Working language**

The working language in the context of the Action component's implementation is English. However, for the ACP Regions hosting French, Spanish and Portuguese-speaking countries, sound knowledge of French, Spanish or respectively Portuguese is also a requirement as project proposals might be in French or Spanish or Portuguese.

### **Remuneration and time commitment**

Panel members are compensated at a rate of 1 500 EUR per call. 1 Medium Grant call and 4 Small grant calls for proposal are expected.

All travel and subsistence costs are covered by IUCN. The time commitment of individual members can range between 7- 10 days per call (depending on the number of applicants for each call).

### **Independence and conflict of interest**

RAC experts should be independent from, and free from any conflict of interest (whether actual, potential or reasonably perceived). The selected experts will be required to sign a declaration of no conflict of interest for each call for proposals before taking part to the RAC.

### **Contractual conditions**

IUCN is not bound in any way to enter into any contractual or other arrangement with any candidate as a result of issuing this call for applications. IUCN reserves the right to terminate the selection process at any time prior to contract award.

By participating in this call for applications, candidates accept the conditions set out in this Call for Applications.

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### **About IUCN**

*IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together.*

*Created in 1948, IUCN is now the world's largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,300 Member organisations and some 10,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards.*

*IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous peoples organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.*

*Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve people's well-being.*

[www.iucn.org](http://www.iucn.org)

<https://twitter.com/IUCN>

## APPLICATION TO SERVE AS A REGIONAL ADVISORY COMMITTEE (RAC) EXPERT FOR BIOPAMA'S ACTION COMPONENT

Fill in the form in English and attach supporting materials

Mr/Mrs/Ms	
Full name	
Affiliation	
Nationality	
Work address	
Country	
E-mail	
Phone	

### ELIGIBILITY

Mark acceptance of each with an 'X'

I agree/declare that:	Use 'X'
I am available to allocate sufficient time for Panel work (see note on the call for applications)	
I am independent from, and free from any conflict of interest (whether actual, potential or reasonably perceived)	
I have read and signed the declaration of no conflict of interest	
I am able and willing to serve and provide the best scientific and technical advice, irrespective of views that may be held by any organization I may be affiliated with	
I will not impose any additional conditions on my participation	

## REFERENCES

Please provide 3 references (names, positions, relationship to your work and contact information), including one recent employer/client.

Referee 1	
Name	
Position	
Affiliation	
Relationship to your work	
Contact information (email, phone)	
Referee 2	
Name	
Position	
Affiliation	
Relationship to your work	
Contact information (email, phone)	
Referee 3	
Name	
Position	
Affiliation	
Relationship to your work	
Contact information (email, phone)	

Please submit this form along with your:

- **CREDENTIALS**, which include but is not limited to short CV focusing on your recent (last 10 years) experience, education, achievements, any awards, membership to relevant professional networks/organisations/bodies or any other supporting materials, as well as a short list of your key publications *relevant to this application*.
- **LETTER OF MOTIVATION**, which must specifically address and provide information and evidence for the Technical requirements *related to the expert position*, as well as the General requirements, as detailed in the Call for Applications (in terms of examples of a relevant situation, task, action, result).
- **SIGNED DECLARATION OF NO CONFLICT OF INTEREST (Annex 2)**

## Annex 1: List of ACP Countries

<b>Western Africa</b>
<ul style="list-style-type: none"><li>• Benin</li><li>• Burkina Faso</li><li>• Cape Verde</li><li>• Cote d'Ivoire</li><li>• Gambia</li><li>• Ghana</li><li>• Guinea</li><li>• Guinea Bissau</li><li>• Liberia</li><li>• Mali</li><li>• Mauritania</li><li>• Niger</li><li>• Nigeria</li><li>• Senegal</li><li>• Sierra Leone</li><li>• Togo</li></ul>
<b>Central Africa</b>
<ul style="list-style-type: none"><li>• Burundi</li><li>• Cameroon</li><li>• Chad</li><li>• Central African Republic</li><li>• Congo</li><li>• Democratic Republic of Congo</li><li>• Gabon</li><li>• Equatorial Guinea</li><li>• Sao Tome and Principe</li></ul>
<b>Eastern Africa</b>
<ul style="list-style-type: none"><li>• Djibouti</li><li>• Eritrea</li><li>• Ethiopia</li><li>• Kenya</li><li>• Rwanda</li><li>• Somalia</li><li>• South Sudan</li><li>• Sudan</li><li>• Tanzania</li><li>• Uganda</li></ul>
<b>Southern Africa</b>
<ul style="list-style-type: none"><li>• Angola</li><li>• Botswana</li><li>• Comoros</li><li>• eSwatini</li><li>• Lesotho</li><li>• Madagascar</li><li>• Malawi</li><li>• Mauritius</li><li>• Mozambique</li><li>• Namibia</li><li>• Seychelles</li><li>• South Africa</li><li>• Zambia</li><li>• Zimbabwe</li></ul>
<b>Caribbean</b>
<ul style="list-style-type: none"><li>• Antigua and Barbuda</li></ul>



- Bahamas
- Barbados
- Belize
- Dominica
- Dominican Republic
- Grenada
- Guyana
- Haiti
- Jamaica
- Saint Kitts and Nevis
- Saint Lucia
- Saint Vincent and the Grenadines
- Suriname
- Trinidad and Tobago

### **Pacific**

- Fiji
- Cook Islands
- Kiribati
- Marshall Islands
- Federates States of Micronesia
- Nauru
- Niue
- Palau
- Papua New Guinea
- Samoa
- Solomon Islands
- Timor-Leste
- Tonga
- Tuvalu
- Vanuatu

## Annex 2:

# Declaration of Impartiality and Confidentiality

I, the undersigned, [insert name], express my willingness to participate to the BIOPAMA Action Component [insert Region name] Advisory Committee.

I hereby declare that:

- I have not granted, sought, attempted to obtain or accepted and will not grant, seek, attempt to obtain, or accept any advantage, financial or in kind, to or from any party whatsoever, constituting an illegal or corrupt practice, either directly or indirectly, as an incentive or reward relating to the BIOPAMA Action Component;
- to my knowledge, I have no conflict of interest in relation to the organisations that have submitted an application in response to this call for proposals, including persons or members of a consortium. A conflict of interest may arise in particular as a result of economic interests, political or national affinities, family or emotional ties, or any other relevant connection or shared interest;
- I confirm that if I discover during the evaluation that such a conflict exists or might exist, I shall declare it immediately to the BIOPAMA Action Component Secretariat. In the case that such a conflict is confirmed by the BIOPAMA Action Component Secretariat, I agree to cease from participating in the Regional Advisory Committee;
- I confirm that I have familiarised myself with the information available to date concerning this call for proposals including the Regional Advisory Committee Experts Guidelines;
- I shall execute my responsibilities impartially and objectively. I further declare that, to the best of my knowledge, I am not in a situation that could cast doubt on my ability to evaluate the proposals;
- I shall maintain the strictest confidentiality in respect of all information acquired as a result of my involvement in the evaluation process of the above-mentioned call, as well as any information relating specifically to the object of this call.
- I undertake neither to disclose such information to any person who is not already authorized to have access to such information.
- I furthermore undertake to use this information only in the context, and for the purposes of, the evaluation of this specific call.

Signed: .....

Name: .....

Date: .....