

## Terms of Reference – Monitoring and Evaluation Consultant

---

Title – Monitoring and Evaluation Consultant ToR

Report to - Project Director, ESCAMP

Duty Station - ESCAMP PMU Office

Duration of assignment: 9 months

Expected Start Date of Assignment: March 30<sup>th</sup> 2020

### 01. Purpose

These Terms of Reference have been developed to obtain services from an experienced and reputed consultant to work as a full-time consultant in the – Monitoring and Evaluation Consultant in the PMU and to cover all – Monitoring and Evaluation in ESCAMP development program.

### 02. Background

The World Bank has extended a credit to the Government of Sri Lanka for the Ecosystem Conservation and Management Project (ESCAMP) with the aim of improving the management of sensitive ecosystems in selected locations for conservation and community benefits. The Ministry of Mahaweli Development and Environment (MoMDE) in collaboration with the Ministry of Tourism Development, Wildlife and Christian Religious Affairs (MoTDWCA) execute the project through a Project Management Unit (PMU). The Forest Department (FD) and the Department of Wildlife Conservation (DWC) implement project activities for achieving the above goal. The project is designed along three key technical components that are described in detail below.

#### ■ Component 1: Pilot Landscape Planning and Management

Component 1 will provide technical assistance, training and capacity building to develop the guiding framework for landscape-level management planning and support the piloting of landscape planning and management in two selected landscapes comprising contiguous areas of unique ecological, cultural and socio-economic characteristics. Component 1 will also support the capacity building of the newly formed Sustainable Development Department.

#### ■ Component 2. Sustainable Use of Natural Resources and Human-Elephant Co-Existence

Component 2 will support communities living adjacent to PAs and other ecologically sensitive areas to plan for natural resource use and to develop biodiversity compatible, productive and climate resilient livelihood activities and to scale-up successful models that address the human-elephant conflict.

#### ■ Component 3: Protected Area Management and Institutional Capacity

Component 3 will support interventions in PAs in compliance with the Fauna and Flora Protection Ordinance (FFPO) and the Forest Conservation Ordinance (FCO); support nature based tourism development, and strengthen the institutional capacity and investment capability for conservation and management.

#### ■ Component 4: Project Management

This component will finance the PMU and implementing agencies in project management, project monitoring and evaluation

### 03. Objectives of the Consultancy

The Monitoring and Evaluation (M&E) consultant is responsible for assisting the Project Director in documenting changes to the project Performance Monitoring Plan (PMP) and/or indicators and develop the project Final report to be presented for the project donor.

He/she will monitor the completion of the project modules; analyze collected data of the indicators in the project. He/she may also assist PM directly to present information on developing project activities.

### 04. Expected Key deliverables:

Major Duties and Responsibilities:

- Analyze and evaluate data to ensure achievements of objectives and develop presentations and written products on the findings.
- Prepare consolidated final report for the project donor including identification of problems, causes of potential bottlenecks in implementation, and providing specific recommendations
- Promote a results-based approach to monitoring and evaluation, emphasizing results and impacts
- Include a sustainability plan for the project activities in the final report and an exit strategy that guarantee the sustainability and continuity of activities inside the communities.
- Any other duties assigned by the Project Director.

### Qualifications, Skills and Attributes:

- A university degree in a related field. A postgraduate degree is an advantage.
- Minimum of five (5) years of progressively responsible professional work experiences in program monitoring and evaluation.
- Proven experience in strategic approaches for program monitoring and evaluation and assessment of best practices and lessons learned.
- Solid experience in monitoring and evaluation methodologies including quantitative and qualitative approaches.
- Facilitating learning-oriented analysis and presentation sessions of M&E data with multiple stakeholders.
- Familiarity with and a supportive attitude towards processes of strengthening organizational M&E and reporting capacity.
- Excellent spoken and written English and Sinhala

### 5. Position

This is a full-time position. The service is initially for a period of **Nine months** and the contract is renewable, subject to satisfactory performance. There will be an initial performance review by the PD after nine months and thereafter the extensions will be deciding.

## 6. OUTPUT AND DELIVARABLES

Total contract value for one year will be 1.0 million srilankan rupees and 1/9 of the contract amount will be paid under the submission bellow mention reports to the project director

- a. Monthly advance program – compatible to the detail activity plan
- b. Participation of relevant meetings and discussions
- c. Participate to the field visits when and where it needed.
- d. Coordination with Two Departments for the smooth run of the project galls.
- e. Submission of monthly progress report to Project Director for his approval and it should intimate with the detail activity plan.
- f. Submit required monthly monitoring reports by Ministry, Departments, ERD, and WB

Detail activity plan will be submitted to you by the Project Director

## 7. Method of Hiring

A consultant will be hired on an individual contract basis and placed at the PMU.

### To apply:

Applicants are requested to include the following with their CV: A cover letter stating their interest in and qualifications for the position. Names and contact information of at least three references and a writing sample of their previous work.

Please send the requested documents to [info@escamp.lk](mailto:info@escamp.lk) not later than 15<sup>th</sup> march, 2020.