



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Philippine Rural Development Project
Project Support Office (PSO) Visayas Cluster
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TERMS OF REFERENCE (TOR)

for

NATURAL RESOURCE MANAGEMENT SPECIALIST

Background

The PRDP-GEF Support interventions would be to strengthen the conservation of the coastal and marine resource base in targeted Project areas through biodiversity conservation and fisheries resources management. This would be achieved through 1) improving the technical and operational capacities of stakeholders; 2) building a strategic awareness campaign on conservation; 3) facilitating stakeholders to pursue co-management arrangements; 4) protecting key biodiversity areas and relevant coastal ecosystems through community monitoring and enforcement activities; 5) developing and strengthening local policy frameworks for improving local conservation of vital resources; and 6) generating knowledge and promoting experience sharing among stakeholders.

These major critical activities will be supported through the Enterprise Support Fund Mechanism in Investment for Enterprise Development Component with considerations of commodity value chain processes of the identified priority commodity of the concerned covered P/MLGUs.

Considering that the PRDP-GEF Support interventions will cover and engage Three (3) Provinces, fourteen (14) Municipalities and Twenty (20) Marine Protected Areas (MPAs) that needs integrated approaches and strategies toward effective and efficient implementation on the ground, hence it is deemed necessary to hire one (1) Natural Resources Management Specialist (NRMS) as support technical staff for the project implementation.

Objective and Job Description

A ***Natural Resource Management Specialist (NRMS)*** will be engaged to assist the Enterprise, Local Integrated Coastal Resources and Fisheries Management components and provide support to the GEF-NRM Unit in the day-to-day implementation of the PRDP-GEF Support Project interventions towards effective and efficient delivery of the necessary services to the GEF covered P/MLGUs and PGs.

Duties and Responsibilities

Under the direct supervision of the **PSO-Visayas Deputy Project Director**, the **NRMS** is mainly responsible to serve as Support Technical Staff to **GEF-NRM Unit** in providing services and inputs in the PRDP-GEF Support interventions and other related activities with the hereunder listed major activities:

1. Oversees all resource assessment surveys and environmental action planning especially on coastal and marine biodiversity;
2. Prepares training modules for PRA-RSA and assist in the conduct of such trainings including action planning and policy action workshop/trainings (Participatory Resource Assessment-Resource and Social Assessment, Organizational and Institutional Diagnosis, Training Needs Analysis and Value Chain Analysis of the identified Agri-fisheries priority commodity towards sustainable Enterprise Operations and Management of the P/MLGUs and PGs)
3. Prepares development framework plan for selected GEF sites;
4. Provides technical assistance in the collection, processing and management of baseline information;
5. Provides technical assistance to LGUs and POs in the establishment and maintenance of GEF sub projects by preparing training modules needed for organizational, technical, enterprise and managerial trainings to the P/MLGUs and PGs and capability building activities;
6. Provides technical support to the P/MLGUs and P/MTWGs for the active participation of Fisheries and Aquatic Resources Management Council (FARMCs), Bantay Dagat, community volunteers in the monitoring, surveillance and law enforcement and related activities;
7. Facilitates in the conduct of GEF sites Management Training to Provincial/Municipal TWGs and Proponent Groups;
8. Leads in the review and enhancement of project proposals and GEF project interventions/ P/MLGUs Agri-Fisheries Enterprise Project feasibility proposals;
9. Conducts field visits, as necessary, and consultations with stakeholders to affirm and validate some key operational and financial features;
10. Conducts regional consultations with the PRDP I-REAP team to identify gaps and collaboratively strategize to ensure successful completion of work;
11. Conducts consultations with other project component heads to ensure close coordination and proper implementation arrangements;
12. Provides technical support in the review of the P/MLGUs Integrated Coastal and Fisheries Resources Management Plan (ICFRMP) including the establishment and implementation of their ICFRMPs, in institutionalizing ICFRM local policy frameworks for improving local conservation of vital resources; and generating knowledge and promoting experience sharing among stakeholders;
13. Provides assistance to the P/MLGUs and PGs in the development/improvement of their respective Environment/NRM Ordinances, Fishery Ordinances (Unified Ordinance) and Marine Protected Area Management Plans (MPAMPs);

14. Coordinates and provides assistance with the MLGUs Marine Sanctuary Networking in coming up with Unified Coastal and Fisheries Ordinance in order to enhance stakeholders' capacity to pursue co-management arrangements;
15. Extends technical assistance to the P/MLGUs and PGs in development and enhancing their organizational, technical and operational capacities in implementing their respective Integrated Coastal and Fisheries Resources Management activities toward sustainable Enterprises and Agri-fisheries productivity as well as the enhancement of their respective Organizational Strategic Directions through Vision Mission Goals and Objective Setting as basis in crafting PGs respective Organizational Development and Management Plans;
16. Provides assistance to the P/MLGUs and PGs in the development of Enterprise Projects monitoring and evaluation tools needed for the frequent conduct of monitoring and evaluation activities; and
17. Prepares PRDP-GEF project intervention reports and documentation activities.

Required Outputs and Deliverables:

1. Provided technical guidance and supervision to the PRA-RSA Consulting Firm and concerned P/MLGUs in the assessment, collection, processing, management and analyses of PRA-RSA data bank information;
2. LGUs' Fishery Ordinances and Marine Protected Area Management Plans approved and ready for implementation;
3. Provided technical assistance to P/MLGUs and PGs in the establishment of ICFRMPs and Enterprise Development Project, respectively;
4. Provided technical support and trainings for the active participation of FARMCs, Bantay Dagat, community volunteers in surveillance and enforcement activities;
5. Provided technical assistance to the P/MLGUs for the Marine Protected Areas networking through implementation of their approved Unified Coastal and Fisheries Ordinance with participation of stakeholders to pursue co-management arrangements;
6. P/MLGUs' ICFRM local policy frameworks for improving local conservation of vital resources; and generating knowledge and promoting experience sharing among stakeholders established;
7. P/MLGUs and PGs organizational, technical and operational capacities developed and enhanced towards effective and efficient implementation of their respective Integrated Coastal and Fisheries Resources Management activities toward sustainable Enterprises and Agri-fisheries productivity;
8. Provided technical assistance in the conduct of review of the P/MLGUs Agri-Fisheries Enterprise/Business Project feasibility proposals;
9. P/MLGUs and PGs respective Organizational Profiles, documentations, information and management information systems institutionalized of both organizational and enterprise operations and management;
10. P/MLGUs and PGs respective Organizational Strategic Directions: Vision Mission Goals and Objectives; Organizational Development and Management Plans developed and enhanced;
11. P/MLGUs and PGs Organizational, Technical and Business/Enterprise trainings and capability building activities conducted;

12. Provided technical support to P/MLGUs and PGs in the establishment and implementation of their respective Enterprise and Agri-fisheries productivity towards sustainable management;
13. PRDP-GEF Support enterprise and agri-fisheries productivity project intervention reports are documented and data bank established;
14. Conducted regular project monitoring and evaluation activities for both project sites and program-based undertakings;
15. Prepared Final Work Report presenting overall process documentation of activities; and
16. Data Banking, Photo Documentations (hard and electronic copy), among others.

Qualification Requirements

1. Experience in project and program management involving government, NGOs, POs/communities, private sector and industry associations;
2. Facilitating skills in networking with government agencies, LGUs, private sector, donor institutions as well as industry and natural resource management associations;
3. Strong knowledge on the sustainable coastal and marine environment and natural resource management;
4. Extensive knowledge and skills in Coastal and Marine Habitats Assessments and management planning;
5. Strong knowledge and actual conduct of institutional capacity building activities with LGUs and POs/communities;
6. Experience in actual conduct of research and IEC activities in rural development;
7. Computer literate;
8. Possess leadership, good communication skills, report writing; and
9. Licensed SCUBA Diver At least Open Water Diver or SWAG Certification preferred.

Education Requirements

1. Bachelor's degree preferably in Marine Biology, Fisheries, Natural Sciences, with Master's Degree or Units Earned in Fisheries Management, Public Administration, Environmental Management and/or an equivalent experience;
2. At least 5 years experience in the field of livelihood/ enterprise and coastal and fisheries resource management projects and program; and
3. Familiarity with Fisheries/ Environmental Laws, LGU Code, and environmental regulations is an advantage.

Reporting Responsibilities

The **NRMS** will be directly reporting to the PRDP-PSO Visayas Deputy Project Director and closely coordinate with GEF-NRM Unit Head at the NPCO but will ensure close coordination and collaborations with the PRDP different components and teams.

Official Work Station: PSO Visayas Cluster, Mandaue City, Cebu

APPROVED:

REMELYN R. RECOTER, MNSA, CESO III
Regional Executive Director, DA-RFO VI/
Project Director