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**Terms of Reference (TOR)  
FOR THE RECRUITMENT OF NATIONAL INDIVIDUAL CONTRACTOR (IC)**

**GENERAL INFORMATION**

<b>Services/Work Description:</b>	National Evaluator
<b>Project/Program Title:</b>	Conservation of Iranian Wetlands Project
<b>Duty Station:</b>	Home office with missions to the project pilot sites
<b>Expected Places of Travel:</b>	Tehran and project pilot sites
<b>Duration:</b>	20 working days from 15 February 2020- 30 June 2020
<b>Tentative Expected Start Date:</b>	15 Feb 2020

**I. BACKGROUND / PROJECT DESCRIPTION**

After successful completion of the Conservation of Iranian Wetlands Project (CIWP) as a joint initiative between the Government of Islamic Republic of Iran (led by the Department of Environment), Global Environmental Facility (GEF) and United Nations Development Program (UNDP) in 2013, a scale-up phase started by DoE and UNDP to sustain the achievements of CIWP throughout the country, ensuring that its' outcomes are systematically up-scaled both vertically and horizontally throughout the country.

Shortly after this fresh start, and with the financial contribution from the Government of Japan, a new component for “Modelling Local Community Participation in Restoration of Lake Urmia through Establishment of Sustainable Agriculture and Biodiversity Conservation” was added to CIWP in 2014.

At national level, CIWP supports development and implementation of Wetlands Integrated Management Plans through inter-sectoral coordination structures for more than 20 Iranian wetlands and has put in place a strong wetlands ecosystem management legislative platform and inter-sectoral administrative structures, supporting the implementation of the “Ecosystem Approach”, development of Communication, Education, Participation and Awareness Raising (CEPA) Plans for the first pilot site in the country and sharing the CIWP and other wetlands initiatives, knowledge and lessons learnt with the regions of South and Central Asia, as well as promoting local community participation in Lake Urmia restoration through establishment of sustainable agriculture practices and biodiversity conservation at Lake Urmia level. In this special component, there has been a strong focus on capacity building and training as the main tools of development projects with participatory approach. This occurs through different small projects and activities on various areas which strengthen people’s participation and involvement including alternative and sustainable livelihood, micro-credit funds, and Payment for Ecosystem Services (PES).

## II. SCOPE OF THE WORK

The National Evaluator is expected to follow a participatory and consultative approach ensuring close engagement with government counterparts, in particular the CIWP operational focal points, UNDP Country Office, project team, CIWP Technical Consultants, and Senior International Project Advisor and key stakeholders. The evaluator is expected to review the documents, conduct field missions to project pilot sites. Interviews will be held with the following organizations and individuals at a minimum: DOE, MOJA, Governors offices, Local Communities and NGOs (National and local).

Main task of National Evaluator:

1. Assess the achievement of project results, and to draw lessons that can both improve the sustainability of benefits from this project, and aid in the overall enhancement of UNDP programming.
2. Assessment of project performance will be carried out, based against expectations set out in the Project 2019 Annual Work Plan.
3. Frame the evaluation effort using the criteria of relevance, effectiveness, efficiency, sustainability, and impact.
4. Provide evidence-based information that is credible, reliable and useful.
5. Review all relevant sources of information which includes any materials that the evaluator considers useful for this evidence-based assessment, and draft synthesis report (in English and Farsi).
6. Assess the key financial aspects of the project which will be included in the evaluation report, and will consider the extent of co-financing planned and realized, and variances between planned and actual expenditures.
7. Assess the extent to which the project was successfully mainstreamed with other UNDP priorities, including poverty alleviation, improved governance, the prevention and recovery from natural disasters, and gender.
8. Assess the extent to which the project is achieving impacts or progressing towards the achievement of impacts.
9. Provide the project with advice and suggestions for more decent results and achievements in 2020.

## III. EXPECTED OUTPUTS AND DELIVERABLES

The following inputs will be delivered as specified in the CIWP Project 2019 Annual Work plan. The duration of contract will be 3 and half months (15 February 2020 - 30 May 2020).

1. Draft Review Information Synthesis Report (in English and Farsi).
2. Draft the Managerial and Synthetic evaluation Report (in both Persian and English).

No.	Deliverables / Outputs	Estimated Duration to Complete
1	Prepare the draft report on 2019 project performance	By April 2020
2	Finalize the report on the M&E 2019 project performance based on project management team/ UNDP team feedbacks.	By May 2020

#### **IV. INSTITUTIONAL ARRANGEMENT / REPORTING RELATIONSHIPS**

The National Evaluator will work closely with Project Management Team and will report to the National Project Manager (NPM), who will review and accept all services and deliverables.

#### **V. DURATION & TIMELINE**

The consultant is expected to complete up to 20 working days over the period of 3 and half months.

#### **VI. QUALIFICATIONS OF THE SUCCESSFUL INDIVIDUAL CONTRACTOR (IC)**

The National Evaluator must present the following qualifications:

- A minimum of 10 years relevant working experience is required.
- Academic and professional background in community based natural resource/ wetlands and/or protected area management, with extensive experience in biodiversity conservation.
- Knowledge of UNDP/DoE
- Previous experience with results-based monitoring and evaluation methodologies;
- Technical knowledge in the targeted focal area(s)
- Academic and/or professional background in institutional/governance aspects of natural resource management and nature conservation
- Experience in the review of technical assistance projects, preferably with UNDP or other United Nations development agencies and major donors. If possible, experience in the review of multilateral funded biodiversity conservation projects.
- Experience in project design, project cycle management, and project monitoring and evaluation.
- Have a broad based knowledge and experience related to capacity building, community development, integration wetlands and natural resource management.
- Excellent English writing and communication skills. Demonstrated ability to assess complex situations in order to succinctly and clearly distil critical issues and draw practical conclusions
- An ability to assess institutional capacity and incentives.
- Understanding of political, economic, institutional issues associated with wetland protected areas management and good environmental governance within the Iranian context.
- Skills in community based natural resource/ wetland management, rural livelihood development
- Knowledge of the procedures and requirements for developing and management of wetland protected areas.
- Excellent interpersonal, coordination and planning skills and ability to work in a team
- Knowledge of NIM guidelines
- Knowledge of national laws

## **VII. CONFIDENTIALITY AND PROPRIETARY INTERESTS**

The Individual Consultant shall not either during the term or after termination of the assignment, disclose any proprietary or confidential information related to the consultancy service without prior written consent. Proprietary interests on all materials and documents prepared by the consultants under the assignment shall become and remain properties of CIWP, DoE, UNDP and other partners.

**Interested applicants should send their application together with their Curriculum Vitae to:**

**By e-mail to:** [ciwp.vacancy@gmail.com](mailto:ciwp.vacancy@gmail.com)

**Or by Fax to:** +98(21)88241658

**Or through web-site:** <http://www.wetlandsproject.ir>

**Closing Date:** 25 January 2020