



Adaptation Fund

**Integrating Flood and Drought Management and Early Warning for
Climate Change Adaptation in the Volta Basin**

Call for Application

 BENIN  BURKINA FASO  CÔTE D'IVOIRE  GHANA  MALI  TOGO

Project Partners:



WORLD
METEOROLOGICAL
ORGANIZATION



Global Water
Partnership
West Africa

Background information

The 32nd meeting of the Adaptation Fund Board, held from 9 to 12 October 2018 in Bonn, Germany, accepted to finance for USD 7.92 million the regional project entitled "Integrating Flood and Drought Management and Early Warning for Climate Change Adaptation in the Volta Basin". The Project preparation process was carried out by the Executive Directorate of the Volta Basin Authority (VBA) together with the six riparian countries of the Volta Basin: Benin, Burkina Faso, Côte d'Ivoire, Ghana, Mali and Togo, with the support of World Meteorological Organization (WMO) and Global Water Partnership West Africa (GWP-WA). WMO is the Implementing Agency of the Project. The Executing Agencies for the Project activities are VBA, WMO and GWP-WA.

For the implementation of the Project, in synergy and collaboration with partners at regional level and in the six target countries, a Project Management Unit will be set up with the recruitment of a Project Officer, a Project Technical Manager and a Project Assistant Technical Manager.

VBA and GWP-WA, in collaboration with WMO, are launching this call for applications to recruit the Project Technical Manager and the Project Assistant Technical Manager to support the implementation of the Project "Integrating Flood and Drought Management and Early Warning for Climate Change Adaptation in the Volta Basin".

The Volta Basin Authority (VBA) is an African organization created by the countries that share the Volta Basin: Benin, Burkina Faso, Côte d'Ivoire, Ghana, Mali and Togo. On 19th January 2007 in Ouagadougou, on the sidelines of the Summit of the Economic Community of West African States (ECOWAS), the Heads of State of the concerned countries signed the Convention on the Status of the Volta River and the establishment of the VBA.

VBA is responsible for ensuring the balanced and integrated management of the Volta Basin's resources, the protection of the environment and the ecosystem of the river. Its mandates are to:

- promote permanent consultation tools between the stakeholders involved in the development of the Basin;
- promote the implementation of the integrated water resources management and the equitable sharing of the benefits arising from their different uses;
- authorize the execution of works and projects planned by the States Parties that may have a significant impact on the water resources of the Basin;
- carry out joint projects and works;
- contribute to the poverty reduction, the sustainable development of States Parties and a better sub-regional socio-economic integration.

Global Water Partnership West Africa (GWP-WA) is one of 13 Regional Water Partnerships of the Global Water Partnerships (GWP) across the World. GWP has been created in 1996 to help States to translate into concrete actions the principles identified at the Dublin (1992) and Rio (1992) conferences on sustainable water resources management.

GWP's vision is for a world in which water security is ensured for all. GWP's mission is to advance the governance and the management of water resources for sustainable and equitable development.

GWP-WA, established in March 2002, is a network of partner organizations from the public, private and voluntary sectors working in the water and related sectors. Country Water Partnerships (CWPs) are established to carry out actions in the countries. There are currently thirteen (13) CWPs in thirteen (13) of the fifteen (15) ECOWAS countries including the six (06) countries of the Volta Basin.

Each CWP is a multi-stakeholder and neutral platform that promotes the IWRM approach at the national level. It tries to federate efforts of the actors in order to share information and experiences for a synergy of action benefiting to water resources and the well-being of populations.

Like GWP, GWP-WA supports States and basin organizations for ensuring sustainable water resources management, promoting IWRM as a global and relevant approach to provide sustainable solutions to water management problems faced by States and local populations (water supply and sanitation, agriculture, environment, drought, flood control...).

The regional project entitled " Integrating Flood and Drought Management and Early Warning for Climate Change Adaptation in the Volta Basin " will develop the capacity for coordinated management, both of national and regional institutions and of communities in integrated management of both floods and droughts. It emphasizes on the accountability of the National Meteorological and Hydrological Services (NMHSs) and other relevant authorities in the six (06) riparian countries of the Volta Basin. The latter will have innovative solutions and approaches for disaster risk reduction and climate change adaptation, including so-called "green" solutions as well as gender-sensitive participatory approaches. Early warning systems, involving civil security services and other private entities and public actors, will be designed. The Project focuses on:

- Coordinated and joint measures that will be implemented to improve existing management plans at the regional, national and local levels building on the lessons learned from the past and ongoing projects on disaster risk reduction and adaptation to climate change;
- Integrated water resources management, risk maps and early warning systems that will be developed to increase resilience to floods and droughts and ensure sustainable socio-economic development. Furthermore, at the local scale, agricultural practices will be improved thanks to new knowledge and early warning systems that will enable farmers to adapt their production methods;
- Climate change adaptation issues will be considered, ensuring cross-cutting solutions from governance, technical management and decision-making.

In addition, the Project will develop the underlying capacity of national and regional institutions to maintain long-term sustainability and to scale up the results. It will support stakeholders at all levels by providing policy and management guidance and by sharing scientific information, knowledge and best practices for Integrated Disaster Risk Reduction and Climate Change Adaptation.

The six (06) riparian countries will therefore benefit not only from a basin-wide transboundary management framework to ensure long-term environmental and economic development but also from concrete solutions to alleviate a potential increase of vulnerability and to build an effective network of actors.

Terms of reference for the recruitment of a Project Technical Manager based in the Executive Directorate of the Volta Basin Authority

- Project Implementing Agency:**
- World Meteorological Organization
- Executing Agencies:**
- Volta Basin Authority
 - Global Water Partnership West Africa
 - World Meteorological Organization
- Duty station:**
- VBA Executive Directorate located in Ouaga 2000, Ouagadougou, Burkina Faso
- Publication date:**
- 19 April 2019
- Ending date:**
- 10 May 2019 at 4 p.m., Burkina Faso Local Time
- Supervisor:**
- VBA Executive Director
- Contract duration:**
- 1-year renewable
- Service starting date:**
- 15 June 2019

Tasks and responsibilities

Under the direct supervision of the VBA Executive Director, in collaboration with the Executive Secretary of GWP-WA and the WMO-based Project Officer, the incumbent will assist in both the technical implementation and the coordination in carrying out the Project activities. Specifically, the Project Technical Manager will have to perform the following tasks:

1. Project implementation and coordination:

- Provide support in the implementation of daily activities and coordination of the Project activities, to the WMO-based Project Officer in collaboration with the Project Assistant Technical Manager based within the GWP-WA Executive Secretariat as well as with the Project Management Unit and regional, national and local Project partners;
- Develop, in support to the Project Officer and in collaboration with the Project Assistant Technical Manager, the work plans, concept notes for workshops and periodic training sessions and various meetings, while ensuring the participation of staff from regional, national and local structures and other stakeholders involved in the Project activities;
- Monitor the effective and timely implementation of both activities and related tasks, in collaboration with the Project Officer and the Project Assistant Technical Manager and other Project partners;
- Provide external partners involved in the Project activities with the necessary ad hoc support, as needed, to organize and conduct their activities related to the Project;
- Assist the Project Officer, together with the Project Assistant Technical Manager, to organize and conduct the Project Advisory Committee meetings (physical and virtual meetings);
- Participate in project monitoring and evaluation activities in support to the Project Officer and in collaboration with the Project Assistant Technical Manager, as well as regional and national partners and/or external consultants;

- Ensure that the expected outputs and results are delivered on time and within the estimated budget of the Project components;
- In collaboration with the Project Officer and the Project Assistant Technical Manager, liaise with the Project Advisory Committee and the Project Management Unit to deliver monthly, quarterly and annual reports on the progress in the implementation of the Project activities;
- Provide support in the execution of administrative tasks related to the recruitment of external consultants;
- Perform any other relevant tasks as required.

2. Reporting and documentation on the Project implementation:

- Provide support in the preparation of technical and financial progress reports on the Project's activities (monthly, quarterly and annual) as well as in the preparation of the closing reports and report regularly to the Project implementing entities;
- Provide support to the Communication Officer in charge of developing communication tools and disseminating Project activities.

3. Experience and qualifications:

- Be a national of one the riparian countries of the Volta Basin, namely Benin, Burkina Faso, Côte d'Ivoire, Mali, Ghana and Togo;
- Hold an academic degree (Master's Degree) in the water or environment sectors;
- Have at least then (10) years of experience in project management and at least three (03) years of professional experience in operational hydrology, particularly in the establishment and management of data management systems, modelling and forecasting and early warning systems for floods and droughts;
- Have a strong organizational and strategic planning ability to analyze, prioritize and take initiatives to implement activities in a timely manner;
- Have a good understanding of development issues in West Africa, with a deep knowledge of issues related to sustainable development and management of development, is an additional asset;
- Have a good knowledge of water resources management and climate change issues in their relationship with water resources or related areas;
- Have strong experience in working with regional organizations, national development planning, and water and environment departments within governments and at the local level;
- Have experience in stakeholder participation processes - organizing policy dialogues at regional, national and local levels, as well as implementing national policies on the ground;
- Have experience in capacity building and training facilitation in the field of water management, adaptation to climate change impacts including floods and droughts is an asset;
- Have experience in working with projects funded by the Adaptation Fund or other international donors is an asset;
- Have experience in working with computer tools and master the most common Word processing, Spreadsheet and presentation software. Knowledge of database management software would be an asset;
- Have excellent interpersonal skills and integrity;
- Have excellent communication and diplomatic skills, with a good knowledge of the political environment at national and regional level;
- Have a perfect written and spoken command of French or English and be able to work in the other language.

4. Working conditions

The successful candidate will be offered a contract for a period of one (01) year, renewable with a trial period of three (03) months.

The position is based in Ouagadougou, Burkina Faso, but the work may require travel to other countries within the Volta Basin and beyond.

VBA offers a competitive salary and benefits related to qualifications and relevant experience.

The successful candidate will work under normal working hours in accordance with the organization's rules. However, the position may require working outside normal working hours.

5. Application process

Interested candidates meeting required qualifications and experience for this position are invited to submit their applications including:

- A letter of motivation clearly indicating the title of the position, addressed to the Executive Director of the VBA;
- A detailed curriculum vitae signed and accompanied by the names and contact details of three references, including those of a recent employer;
- A copy of diplomas and certificates.

Female applicants are particularly encouraged.

Applications must be submitted no later than May 10, 2019 at 4 p.m., Burkina Faso Local Time:

- **In a sealed envelope at one of the addresses below:**
 - VBA Executive Directorate, Ouaga 2000, Avenue Sembène Ousmane, 10 BP 13621 Ouagadougou 10, Burkina Faso
 - GWP-WA Executive Secretariat, *Secteur 15, Section GG, Lot 30, Parcelle 6, Avenue Charles Bila KABORE, Poste 1673, 05 B.P. 6552 Ouaga 05, Ouagadougou, Burkina Faso*
- **Or to the both email addresses below**
 - secretariat.abv@gmail.com; dessouassi2003@yahoo.fr,
 - gwp.westafrica@gwpao.org; armand.houanye@gwpao.org

Only pre-selected candidates will be contacted.

Terms of reference for the recruitment of a Project Assistant Technical Manager based at the Executive Secretariat of Global Water Partnership West Africa

Project Implementing Agency:	<ul style="list-style-type: none">• World Meteorological Organization
Executing Agencies:	<ul style="list-style-type: none">• Volta Basin Authority• Global Water Partnership West Africa• World Meteorological Organization
Duty station:	<ul style="list-style-type: none">• GWP-WA Executive Secretariat located in Ouaga 2000, Ouagadougou, Burkina Faso
Publication date:	<ul style="list-style-type: none">• 19 April 2019
Ending date:	<ul style="list-style-type: none">• 10 May 2019 at 4 p.m., Burkina Faso Local Time
Supervisor:	<ul style="list-style-type: none">• GWP-WA Executive Secretary
Contract duration:	<ul style="list-style-type: none">• 1-year renewable
Service starting date:	<ul style="list-style-type: none">• 15 June 2019

Tasks and responsibilities

Under the direct supervision of the GWP-WA Executive Secretary, in collaboration with the Executive Director of VBA and the WMO-based Project Officer, the incumbent will assist in both the technical implementation and the coordination in carrying out the Project activities. Specifically, the Project Assistant Technical Manager will have to perform the following tasks:

1. Project implementation and coordination:

- Provide support in the implementation of daily activities and coordination of the Project activities, in collaboration with the WMO-based Project Officer and the Project Technical Manager based within the VBA Executive Directorate as well as with the Project Management Unit and regional, national and local Project partners;
- Support the Project Officer, together with the Project Technical Manager, in the development of work plans, concept notes for workshops and periodic training sessions and various meetings, while ensuring the participation of officials from regional, national and local structures and other stakeholders involved in the Project activities;
- Participate in the monitoring of the effective and timely implementation of both activities and related tasks, in collaboration with the Project Officer and the Project Technical Manager and other the Project partners;
- Provide external partners involved in the Project activities with the necessary ad hoc support, as needed, to organize and conduct their activities related to the Project;
- Ensure, in collaboration with the Project Officer and the Project Technical Manager, the effective participation of staff from regional, national and local structures and other relevant persons in the Project activities;

- Assist the Project Officer, together with the Project Technical Manager, to organize and conduct the Project Advisory Committee meetings (physical and virtual meetings);
- Participate in the monitoring and evaluation of activities, in collaboration with the Project Officer and the Project Technical Manager, as well as with regional and national partners and/or external consultants;
- Contribute to the production of expected outputs and results on time and within the estimated budget of the Project components;
- Contribute to liaise, in collaboration with the Project Officer and the Project Technical Manager, with the Project Advisory Committee and the Project Management Unit to deliver monthly, quarterly and annual reports on the progress related to the implementation of the Project activities;
- Provide support in logistics management, implementation of procurement procedures, execution of administrative tasks related to the Project activities and the recruitment of external consultants;
- Perform any other relevant tasks as required.

2. Reporting and documentation on the Project implementation:

- Provide support in the preparation of technical and financial progress reports on the Project's activities (monthly, quarterly and annual) as well as in the preparation of the closing reports and report regularly to the Project implementing entities.
- Provide support to the Communication Officer in charge of developing communication tools and disseminating the Project activities.

3. Experiences and qualifications:

- Be a national of one of the riparian countries of the Volta Basin, namely Benin, Burkina Faso, Côte d'Ivoire, Mali, Ghana and Togo;
- Hold an academic degree (Masters' Degree) in the water or environment sectors;
- Have at least 5 years' professional experience, preferably in project development and project cycle management, including the preparation of project documents, implementation, and monitoring and evaluation;
- Have a strong organizational and strategic planning ability to analyze, prioritize and take initiatives to implement activities in a timely manner;
- Have a good understanding of development issues in West Africa, with a deep knowledge of issues related to sustainable development and management of development, is an additional asset;
- Have a good knowledge of water resources management and climate change issues in their relationship with water resources or related areas;
- Have strong experience in working with regional organizations, national development planning, and water and environment departments within governments and at the local level;
- Have experience in stakeholder participation processes - organizing policy dialogues at regional, national and local levels, as well as implementing national policies on the ground;
- Have experience in capacity building and training facilitation in the field of water management, adaptation to climate change impacts including floods and droughts is an asset;
- Have experience in working with projects funded by the Adaptation Fund or other international donors is an asset;

- Have experience in working with computer tools and master the most common Word processing, Spreadsheet and presentation software. Knowledge of database management software would be an asset;
- Have excellent interpersonal skills and integrity;
- Have excellent communication and diplomatic skills, with a good knowledge of the political environment at national and regional level;
- Have a perfect written and spoken command of French or English and be able to work in the other language.

4. Working conditions

The successful candidate will be offered a contract for a period of one (01) year, renewable with a trial period of three (03) months.

The position is based in Ouagadougou, Burkina Faso, but the work may require travel to other countries within the Volta Basin and beyond.

The GWP-WA Executive Secretariat offers a competitive salary and benefits commensurate with qualifications and relevant experience.

The successful candidate will work under normal working hours in accordance with the organization's rules. However, the position may require working outside normal working hours.

5. Application process

Interested candidates meeting required qualifications and experience for this position are invited to submit their applications including:

- A letter of motivation clearly indicating the title of the position, addressed to the Executive Secretary of GWP-WA;
- A detailed curriculum vitae signed and accompanied by the names and contact details of three references, including those of a recent employer;
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