Dear Sir/Madam,

**Subject: PROJECT COORDINATOR: Integrated Transboundary River Basin Management for the Sustainable Development of the Limpopo River Basin**

Global Water Partnership Southern Africa (GWPSA) is pleased to invite you to submit your applications for the above post. Please find below the requirements for your response, together with the Terms of reference.

The final date for submission is **9th December 2022 at 00:00 midnight CAT** and it is our intention to contact only shortlisted candidates within 4 weeks after the closing date. Any queries must be raised before **18th November 2022 before 17:00hrs** and should be directed to mark.naidoo@gwp.org

Applications received after the final date of receipt of submissions may be disregarded. GWPSA may extend the final date for submission of applications for any reason it deems necessary and will notify all applicants in this event.

GWPSA recruitment policy promotes an open competitive process, and all candidates will be evaluated according to specific criteria based on the terms of reference of this post.

Sincerely,

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Mr. Mark Naidoo
GWPSA: Programme Officer
1. Background

GWPSA will implement this project in partnership with the Limpopo Watercourse Commission (LIMCOM) as the project Responsible Party. The project will be delivered in the four Members State of LIMCOM, namely, Botswana, Mozambique, South Africa and Zimbabwe. The Global Water Partnership (GWP) Southern Africa regional secretariat is based in Pretoria and the LIMCOM Secretariat (LIMSEC) is based in Maputo. GWP Southern Africa is currently recruiting staff who will support execution the project. The Project Coordinator will be based at the LIMCOM Secretariat, in Maputo.

The GWP is an intergovernmental organisation established in 1996 to support countries in their efforts to implement more equitable and sustainable management of their water resources. The network spans 13 regions with 2,400 institutional Partners in 158 countries. The global secretariat is in Stockholm, Sweden. The GWP Africa Coordination Unit is based at GWP Southern Africa in Pretoria, South Africa, and coordinates GWP Africa programmes across the continent. GWPSA also hosts the GWP global theme on Climate resilience and is charged with providing strategic leadership and coordination of the implementation of the GWP global strategy on climate resilience.

2. The Integrated Transboundary River Basin Management for the Sustainable Development of the Limpopo River Basin Project

Improved water resources management, including the equitable allocation of water between upstream and downstream countries and among urban and rural users, is a challenge for the future development of the Limpopo River Basin. The UNDP-GEF project “Integrated Transboundary River Basin Management for the Sustainable Development of the Limpopo River Basin” will undertake a suite of activities designed to strengthen joint planning, development, and management capacity and practices at the transboundary basin level. These activities include: strengthening the capacities of the
LIMCOM Member States and Secretariat to support IWRM implementation at the basin level; addressing critical information gaps; developing information and knowledge management tools for policy makers and other audiences in order to raise awareness of critical issues in the river basin; developing a Transboundary Diagnostic Analysis and Strategic Action Programme to support joint management; implementing pilot Sustainable Land Management (SLM) activities with the aim of reducing land degradation; and supporting knowledge and information exchange with other RBOs to support the effective and efficient delivery of project results.

3. Project Coordinator

The Project Coordinator (PC) will be the technical lead of the project driving the delivery of the agreed key project outcomes. The PC will also be responsible for the regular monitoring of project outcomes and risks, including social and environmental risks, and the day-to-day management of the project. Specific duties will include:

A. Technical Coordination

- Provide guidance / leadership and technical expertise to the following specific project elements:
  - Lead in facilitating training and capacity development programs for LIMSEC and LIMCOM
  - Provide technical leadership in the implementation of technical studies that are required to address transboundary problems identified in the basin
  - Support in strengthening policy, legal and institutional frameworks to facilitate transboundary water management
  - Lead in the development of the Transboundary Diagnostic Analysis (TDA) and the Strategic Action Programme (SAP), National Action Plans, and the SAP Investment Plan
  - Facilitate and support the implementation of the sustainable land management pilot projects
  - Provide leadership in the implementation of the project knowledge and information management activities
  - Facilitate the mainstreaming of gender equality and social inclusion as well as climate action in the implementation of the project
  - Support the implementation of the project and monitoring of the Gender Action Plan and Stakeholder Engagement Plan
  - Coordinate knowledge management and learning for the project
  - Facilitate and support communications and outreach efforts aimed at promoting the project

- Provide technical leadership to ensure effective delivery of project outcomes, outputs and activities, including:
  - Coordinate project monitoring and evaluation activities, including monitoring events as determined in the project monitoring plan, and updating the plan as required
  - Coordinate the monitoring and updating of project risks and mitigation strategies—(including social and environmental risks)
  - Facilitate the monitoring of the implementation of plans in the project, including the LIMCOM Gender Equality and Social Inclusion Strategy and Implementation Plan, Stakeholder Engagement Plan, and any other Environmental and Social Management plans
- Provide technical leadership to secure feedback as needed from project oversight and implementation partners ensuring an adaptive management approach
- Act as the secretariat supporting the Project Steering Committee

- Lead project activities related to Safeguards, including:
  - Monitor progress in development and or implementation of the project Environmental and Social Management Plan/Framework (ESMP/ESMF) ensuring that UNDP’s Social and Environmental Safeguards (SES) policy is fully met and the reporting requirements are fulfilled

B. General Project Management

- Manage the overall implementation of the project ensuring the preparation of workplans for approval
- Oversee the day-to-day management of the project working closely with LIMSEC and the executing agency (GWP SA)
- Support the project budgeting and procurement of goods and services
- Support project reporting (progress reports, PIR, financial reporting) and ensure timely submission to UNDP
- Coordinate the monitoring and tracking of progress in implementation of the project against the GEF Core indicators and ensure that the indicators included in the project results framework are monitored annually
- Provide support for completion of assessments and evaluation required by UNDP such as spot checks, audits, MTR and TE
- Support the preparation of requests for the provision of UNDP financial resources through funding advances, direct payments or reimbursement using the FACE form
- Support the monitoring of financial resources and accounting to ensure the accuracy and reliability of financial reports
- Perform regular progress reporting to the Project Steering Committee as agreed

4. Required Skills and Experience

Education:

Advanced university degree (Master’s degree or equivalent) environmental management, environmental sciences, natural resources management, Integrated Water Resources Management, or related field. A first-level university degree in combination with demonstrable experience in transboundary river basin management may be accepted in lieu of the advanced university degree.

Experience:

- At least 10 years’ experience working on river basin management, environmental management, water resources management issues
- Demonstrated understanding of sustainable development, including financial and institutional sustainability.
- Experience in management transboundary water management planning processes
- Experience working with stakeholders to promote sustainability and environmental awareness,
- Demonstrated experience in project management.
- Excellent communication skills (oral and written);
- Demonstrated experience managing multi-disciplinary and/or cross-sector teams;
- Experience in implementing UNDP- GEF funded projects a distinctive advantage.
• Knowledge and experience in Project Management

Language Requirements:

• Proficiency in English is required (oral and written), with proficiency in Portuguese an asset

5. Competencies

Results Orientation: Ability to meet project goals and produce high-quality results and reports

Planning and Execution: Capacity to translate strategic goals and priorities into realistic project deliverables.

Leadership: Competent leadership abilities necessary for dynamic, diverse and complex projects.

Building Coalitions: Ability to build relevant coalitions to achieve project goals.

Strategic Thinking: Ability to formulate objectives, set priorities and implement plans consistent with project interests.

6. Additional Information

• Applicants must be willing and able to travel as needed

7. Applications

• Candidates should submit application package in English through the online application system and not via email, including a cover letter (with salary history and requirements), and a minimum of three references

• Submit application on Bamboo: https://gwpsanpc.bamboohr.com/careers/66

• Only short-listed candidates will be contacted within 4 weeks after the application deadline.

• Qualified female candidates are strongly encouraged to apply.

• Questions can be directed to mark.naidoo@gwpsaf.org

• Deadline: 9th December 2022 – 00:00 (midnight) Pretoria