

## Terms of Reference Safeguards Specialist

<b>Proposed function</b>	Safeguards Specialist
<b>Name of expert</b>	T.b.d.
<b>Aim of this assignment</b>	<p>VNG International is working on St Maarten in the context of the recovery and reconstruction efforts after hurricane Irma in 2017. In that context, we are implementing the Civil Society Partnership Facility for Resilience Project (CSPFRP) funded by the Netherlands and administered by World Bank under the Trust Fund for St Maarten.</p> <p>The project contributes to the objectives of Sint Maarten’s National Recovery and Resilience Plan (NRRP) to restore economic, community and governance infrastructure and to restore and enhance service delivery. In addition, the project will contribute to all the focus areas in the Trust Fund’s Strategic Framework (2019–2025): (a) promoting sustainable economic recovery, (b) supporting citizens and resilient communities, and (c) building the foundations to improve long-term resilience and good governance particularly at the community level.</p> <p>The Project Development Objective is to improve the capacity of civil society organizations and support implementation of reconstruction and resilience sub-projects at the community level. The CSPFRP will be implemented through three complementary components: (a) Small grants to civil society organizations for reconstruction and resilience, (b) Capacity building and technical assistance to local CSOs, and (c) Project management and coordination.</p> <p>In order to facilitate smooth implementation of the project, a local project team (the Project Implementation Unit – PIU) will be formed to guide and carry out the day-to-day implementation of the project. The team will consist of the following positions:</p> <ul style="list-style-type: none"> <li>• Team Leader;</li> <li>• Deputy Team Leader;</li> <li>• Grants Manager;</li> <li>• Capacity Building and Training Manager;</li> <li>• Finance and Control Specialist;</li> <li>• Safeguards specialist.</li> </ul> <p>The Safeguards Specialist’s primary role will be to assist in the further development of the project’s environmental and social safeguards guidelines, as well as the project’s grievance mechanism, ensuring their compliance with World Bank standards and providing training and information to the project’s PIU. In addition, the Safeguard Specialist will be responsible for instructing CSOs about social and environmental aspects and how to mitigate related risks. The Safeguards Specialist will work under the direct supervision and guidance of the project’s Team Leader.</p>
<b>Activities to be performed</b>	<p>The Safeguards Specialist’s position is a short-term one and is needs-based. His/her exact activities will be determined once deployment is needed and may involve the following responsibilities (not limited to the ones listed below, however):</p> <ul style="list-style-type: none"> <li>• Undertake an environmental and social risk categorization;</li> </ul>

	<ul style="list-style-type: none"> <li>• Identify challenges, opportunities, priorities and needs for the further development and implementation of the project’s social and environmental safeguards – by the PIU as well as for CSO grantees;</li> <li>• Review monitoring and evaluation results of project activities against safeguard standards;</li> <li>• Organize site visits to ensure safeguard policies are properly implemented at grantee level, in line with the guidelines;</li> <li>• Undertake follow up monitoring to ensure that proposed mitigation measures are implemented according to an agreed upon environmental and social mitigation plans;</li> <li>• Provide support and technical assistance to the PIU and sub-project grantees, based on actual needs;</li> <li>• Review grievances relevant to social, environmental, and gender issues and the measures implemented to address those grievances in a timely and appropriate manner;</li> <li>• Assist the Project Director, Team Leader and colleagues with other duties as deemed necessary for the successful execution and implementation of the project;</li> <li>• Provide input/information for meetings of the Project Technical Committee where required and needed.</li> </ul>
<b>Verifiable deliverables</b>	<p>The Safeguards Specialist is responsible for delivering:</p> <ul style="list-style-type: none"> <li>• Reviews and evaluations of current safeguard policies and standards under the project – including recommendations for further improvement;</li> <li>• Updated social and environmental safeguard instruments for the project and the accompanying grant scheme for CSOs;</li> <li>• Review and recommendations of the project’s grievance mechanism;</li> <li>• Training and knowledge sharing on environmental and social developments on St Maarten and compliance of project regulations with World Bank standards;</li> <li>• Organizational support and documentation for internal and external dissemination – in close consultation with the project’s Team Leader.</li> </ul>
<b>Written reporting requirements</b>	<p>The Safeguards Specialist will be responsible for:</p> <ul style="list-style-type: none"> <li>• Updated environmental and social risk categorization;</li> <li>• Updated social and environmental safeguard instruments for the project;</li> <li>• Reviews and updates of the project’s grievance mechanism;</li> <li>• Training reports and reviews of understanding on (updated) World Bank standards;</li> <li>• Site visit and monitoring reports;</li> <li>• Contribution to reports produced by the PIU as requested by the Team Leader.</li> </ul>
<b>Reporting Lines</b>	<ul style="list-style-type: none"> <li>• The Safeguards Specialist will report directly to the Team Leader on a day-to-day basis;</li> <li>• The Safeguards Specialist will report to the Project Director at VNG International Headquarters on a monthly basis.</li> </ul>
<b>Minimum qualifications</b>	<ul style="list-style-type: none"> <li>• A Bachelor’s degree, or relevant qualification in social science;</li> <li>• 5 years proven professional experience in similar projects;</li> <li>• Knowledge of international environmental guidelines and policies, and environmental and social mitigation measures;</li> <li>• Proven working experience on St Maarten or in similar environments;</li> <li>• Fluency in English (active and passive);</li> <li>• Strong coaching and training skills;</li> <li>• Good (passive) understanding of the Dutch language is an asset.</li> </ul>

<b>Approximate number of working days</b>	60 working days over the period 1 July 2020 – 1 July 2024, to be deployed and utilized based on actual needs and in agreement with the Team Leader and Project Director.
<b>Period of the assignment</b>	1 July 2020 – 1 July 2024.
<b>Place of the assignment</b>	St Maarten (possibly home-based). Given the COVID-19 crisis, the exact arrangement for working from the Netherlands or on St Maarten will be agreed upon with the Project Director and the World Bank.