

Terms of Reference for a consultant

Background

Within the frame of Strategic Climate Institutions Program (SCIP); Population, Health and Environment Ethiopia Consortium (PHE EC) and its partner organizations are implementing a project entitled "Building Institutional Capacity and Participatory Leadership in Awash and Simien Mountains National Parks for Resilience, Mitigation and Adaptation to Climate Change".

Overall, the project aspires to improve park management through building capacity of multi-stakeholders and communities on climate related issues for the mitigation of the impacts of climate change and ensure climate change adaptation and environmental resilience in the stated National Parks.

So, with this background, PHE EC wishes to hire eligible professional consultant who can carry out project progress and achievement evaluation in Awash and Simien Mountains National Parks, and the following details provide the terms of reference for the evaluation

Task: Conducting evaluative studies in Awash and Simien Mountains National Parks with regard to accomplishment of SCIP project implementation.

Scope of Focus

The consultant will:

- Assess progress made towards the achievement of results at the output and outcome levels of the project implementation
- Determine if the results had contributed to the projects overall objective,
- Assess performance in terms of the relevance of results and its sustainability,
- Identify lessons learned and provide recommendations for promoting/scaling up the lessons learned,
- More specifically the evaluation focuses on:
 - To what extent have partnerships and collaborations strengthened to promote protected areas management?
 - How have these partnerships and collaborations contributed to the formation of new protected areas management system and climate resilience building?
 - To what extent has the training and workshops resulted in combating impacts of climate change and others?
 - Have multi-stakeholders been actively and meaningfully involved in the project implementation and activities monitoring?

Evaluation Process

The Consultant will prepare a comprehensive evaluation work plan that will guide the evaluation process. The work plan will describe how the evaluation is carried out, bringing refinements and elaboration to this terms of reference. It will be approved by PHEEC's

Monitoring and Evaluation Officer and may be amended if necessary, on how the evaluation is conducted.

The evaluation work plan will address the following reporting elements:

- Overview of Program/project
- Expectations of Evaluation
- Roles and Responsibilities
- Evaluation Methodology
- Evaluation Framework
- Information Collection and Analysis
- Reporting
- Work Scheduling

The evaluation is to include a site visit to Awash and Simien Mountains National Parks to consult with SCIP field personnel and project stakeholders; and to collect information in accordance with the requirements stipulated in the evaluation work plan.

The Consultant will prepare an evaluation report that describes the evaluation and puts forward the evaluator's findings, recommendations and lessons learned. Evaluation results are to bring a focus to the factors set out in the project document for results and Key Success Factors.

Deliverables

The Consultant will prepare:

- an evaluation work plan and an evaluation report
- These deliverables are to be:
 - prepared in English
 - submitted to PHEEC electronically via e-mail and/or CD and in hard copy

Qualifications

The consultant should have:

- an extensive experience in conducting evaluations and a proven record in delivering professional results.
- Extensive knowledge in analytical reporting
- BA or MSC holder or above.

The duration of the consultancy is for a period of 25 days, of which 15 days are devoted for field work for both parks starting from the date of the issuance of the contract. Candidates who meet the required qualifications may apply by sending an updated and comprehensive CV together with a Financial Proposal (detail cost break down for professional fee, per diem, hotel

accommodation, transportation & other costs if any), their work experience that is relevant to the consultancy requirements as indicated in the Terms of Reference to PHE EC office by no later than February 25, 2014.