

Vacancy Announcement “Re advertised”



LIBERIA LOCAL EMPOWERMENT FOR GOVERNMENT INCLUSION AND TRANSPARENCY (LEGIT) ENVIRONMENTAL COMPLIANCE SPECIALIST

PROPOSED PERSONNEL	Local Environmental Compliance Consultant	
POSITION	Environmental Compliance Consultant (ECC)	
PERIOD OF PERFORMANCE <i>ON/ABOUT (FROM – TO)</i>	TBT	TBT
MAXIMUM LEVEL OF EFFORT	19 days	
LOCATION	Liberia, with one trip to Gbarnga, Ganta, Saniquellie, Karnplay and Zwedru Cities	

1. PROJECT BACKGROUND:

On March 22, 2016, USAID awarded the Local Empowerment for Government Inclusion and Transparency (LEGIT) Project to the Development Alternative Incorporated (DAI). The project is initially being implemented for three years with the possibility of an extension for two additional years.

LEGIT is currently providing technical assistance to the Ministry of Internal Affairs and Governance Commission as they lead, monitor, and coordinate the implementation of the Government’s decentralization agenda. LEGIT is also strengthening subnational institutions in three counties (Bong, Nimba & Grand Gedeh) and three cities (Gbarnga, Ganta & Zwedru) to be more capable, transparent, and responsive to citizens, improving the information provided by Government on how public resources are used at the sub-national levels.

Through grants and technical assistance, LEGIT supports participatory decision-making approaches which can improve citizen participation and monitoring of existing and future services, provided at the sub-national level. Lastly, LEGIT is focusing on developing and strengthening working relationships between government and citizens.

2. ROLE’S PURPOSE:

The Environmental Compliance Consultant will support the preparation, submission and approval of five Environmental Review Forms (ERFs) and Environmental Review Reports (ERRs) for proposed grants activities in Gbarnga, Gropa, Zwedru, Karnplay and Saniquellie Cities. He/She will take the lead in writing the ERR in partnership with the Chief of Party (COP) or his designee and with input from other LEGIT LTTA staff and the DAI/Washington management team after completing solid waste sites visits and assessments on proposed projects activities.

The Environmental Compliance Consultant will complement the team with specialized knowledge in USAID environmental regulations as well as in Liberian solid waste regulations, issues and requirements. The Environmental Compliance Consultant will develop the ERFs, and advise on the implementation of tools to manage and report to USAID on the grant environmental compliance mitigation.



The ERFs will comprise:

- A brief summary of grant proposal;
- A detailed description of all planned moderate- and high-risk activities including both quantitative and qualitative information about proposed actions and project phases;
- An evaluation of Site-Specific Environmental situation and Host Country Requirements;
- A discussion of the key environmental issues, Mitigation Actions and Findings for all proposed activities;
- A completed Environmental Mitigation and Monitoring Plan listing proposed mitigation actions, responsible parties, monitoring and verification methods and monitoring records;
- Supporting Information including photos, maps and references;

The Environmental Compliance Specialist will complete the draft ERFs, respond to USAID questions and comments on the draft, and advise the project on implementing the measures required in the ERFs.

3. OBJECTIVES AND DUTIES

The Environmental Compliance Consultant will:

- Meet with project team to review expectations, background documentation, scope of work and deliverables;
- Perform desk-based review of proposed grant activities, related materials, Project IEE, and any other relevant documents;
- Identify environmental management and compliance implications of planned grant activities and environmentally preferable approaches, if any, in discussions with LEGIT staff;
- Provide guidance and inputs to the LEGIT team regarding the environmental implications of alternative approaches;
- Produce the draft ERFs, consistent with the guidelines on content in the list above and in the USAID ERF Guidance;
- Respond to comments on draft ERFs and submit final ERFs to the Chief of Party;
- Share final ER Report with USAID, DAI, Environmental Protection Agency (EPA) and Grantees Representatives through one and final meeting by means of a power-point presentation for final acceptance of an official kick-off of sanitation activities in the counties.

Estimated LOE breakdown for Environmental Compliance Consultant (in days)

SOW Components	LOE
Project orientation and desk review: The project orientation consists of communications with the project team to become familiar with the project activities and this scope of work. The desk review includes literature review of grant documents, Project IEE, and solid waste documents.	4 days
Draft ERFs: This will involve drafting the ERFs to be submitted for USAID review, based on a template to be provided by DAI.	12 days
Respond to USAID comments on draft ERF: Respond to comments or questions from USAID on the draft ERFs, including additional desk research or document review if requested.	1 day



SOW Components	LOE
Draft revised ERFs: Revise documents based on recommendations from USAID and further research.	1 day
Share final report with stakeholders: Organize one meeting through which the final assessment report will be shared with USAID and EPA in the presence of DAI & Grantees representatives through power-point presentation. This meeting indicates USAID and EPA confirmation about LEGIT adherence to Environmental compliance based on which LEGIT can proceed with implementation.	1 day
TOTAL	19 Days

4. REQUIREMENTS AND QUALIFICATIONS

- A Master's degree in a related field with a minimum of 5 years of relevant work experience, or a Bachelor's degree with a minimum of 10 years of relevant work experience;
- Experience working on projects with both national, regional, and International staff;
- Must have a technical understanding of the domains in which the LEGIT project focuses;
- Demonstrated experience collaborating across teams working to achieve a common objective on complex projects;
- Knowledge of USAID's donor policies and procedures;
- Proficiency with MS Office software;
- Prior experience leading and managing innovation in **Environmental Compliance**, in Liberia;
- Excellent writing, organizational skills and experience preparing well-structured reports; and
- Excellent speaking and reading skills in English.

Interested candidates should e-mail a cover letter and their resume to LEGIT_Recruitment@dai.com by March 30, 2018 with the position title ("Environmental Compliance Consultant") in the subject line.