

Position: National Adaptation Plan (NAP) Monitoring and Evaluation (M&E) Expert Consultant

Contract with the International Institute for Sustainable Development (IISD)

Consultancy for **12 months** with the potential for extension. Please apply by **February 19th 2018**. The expected start date is March 1st, 2018.

Location: The consultancy position is based in Lima, Peru. There are no relocation expenses available for this position.

International Institute for Sustainable Development and the Position Background

The International Institute for Sustainable Development (IISD) is one of the world's leading centres of policy research and innovation. The Institute provides practical solutions to the growing challenges and opportunities of integrating environmental and social priorities with economic development. IISD hosts the Secretariat of the National Adaptation Plan (NAP) Global Network. The National Plan of Adaptation to Climate Change is a strategic process to integrate climate change into national decision-making, promoted by the UNFCCC and assumed by the Peruvian Government. The NAP of Peru is currently pending an update based on the contributions of the five prioritized sectors involved in the process.

Acknowledging the importance of a coordinated approach to adaptation across sectors and government levels, the U.S. Government is providing in-country support to Peru's NAP implementation through the NAP Global Network (NAP GN). The US In-country Support Program is managed by IISD.

The in-country Program of Support for Peru aims at strengthening the implementation of the NAP process through increased capacity of national stakeholders to monitor, evaluate and learn from the progress and impact achieved in the country's adaptation to climate change. A key objective of the Program is to support the design and operationalization of Peru's NAP Monitoring and Evaluation (M&E) strategy, in order to ensure a robust reporting and learning system on adaptation progress and impact. This consultancy will be crucial to the achievement of that objective.

Description of the Role

Under the guidance of the Expert Advisor from IISD and the General Directorate of Climate Change and Desertification from the Ministry of Environment of Peru, the **NAP M&E Expert Consultant** is responsible for providing advice for and technical support to the process of design, operationalization and capacity building on M&E for adaptation as part of Peru's NAP, as well as to strengthening the M&E capacity of key NAP stakeholders in the country.

Peru has presented its Nationally Determined Contributions (NDCs) for adaptation that aim to reduce the vulnerability in five thematic areas: Water, Agriculture, Forestry, Fisheries and Aquaculture, and Health. The NDC process is fundamental for the design and implementation of the NAP's M&E system. Within this framework, the NAP will determine the actions needed to fulfill the Peruvian goals on adaptation for the five thematic areas mentioned above. The Expert

Consultant will work in close collaboration with the NAP M&E Specialist based at MINAM, and with key national stakeholders involved in the Multisectoral Working Group for the Nationally Determined Contributions (MWG-NDC).

Deliverables, Activities and Due Dates

#	Deliverables	Activities	Due Date
1	First progress report on the technical support provided to the NDC update process and the NAP articulation	<ul style="list-style-type: none"> Provide support to the overall process of M&E design for the NAP/NDC process working in close collaboration with MINAM staff and the in-country Program M&E Specialist, including technical support to strengthen the linkages and articulation between the NAP and the NDC process. Participation and technical assistance in at least ten MWG-NDC meetings convened by the Adaptation Directorate of MINAM. These activities will be carried out with the multisectorial technical and professional groups. 	May 15, 2018
2	Second progress report on the technical support provided to the NDC update process and the NAP articulation	<ul style="list-style-type: none"> Provide technical assistance for the NAP/NDC process for the construction of a baseline of indicators, products and adaptation measures, and the definition of goals, working in close collaboration with MINAM staff and the in-country Program M&E Specialist. 	July 30, 2018
3	Concept Note on Peru's M&E system for the NAP.	<p>This document should include:</p> <ul style="list-style-type: none"> Adaptation measures identified as part of the NDC process A logic model/theory of change for the NAP intervention Key indicators to test the logic model/theory of change General methodological considerations to help inform the next steps. Provide technical inputs for the preparation of a two-day consultation meeting to discuss the design and operationalization of the NAP/NDC M&E process. Prepare a presentation of the Concept Note (deliverable 3) Facilitation of the meeting. 	October 30, 2018
4	NAP/NDC M&E system design	<ul style="list-style-type: none"> In collaboration with Peru's NAP focal point and other key staff from MINAM, refine the key indicators' operational definition (including concepts, procedures, frequency, and methodology, among others). Develop tools for collecting and reporting data. Prepare a detailed description of the system and its components as part of an "M&E plan." 	December 20, 2018
5	NAP M&E Roadmap	<ul style="list-style-type: none"> In collaboration with Peru's NAP focal point and other key staff from MINAM, identify and document the specific activities needed for the M&E system's operationalization (e.g., collection and analysis of M&E data, develop/select priority indicators, coordinate reporting and information use, and agree on roles and responsibilities of different stakeholders to operationalize the M&E system, among others). 	March 31, 2019

6	Final report on the technical support provided to the NDC update process and NAP articulation and of the overall process of M&E design for the NAP	<ul style="list-style-type: none"> • Systematization of information on the technical support provided in the NDC update process and the articulation of the NAP and the general M&E design process for the NAP. • The document should indicate the progress and achievements of the NDC update process and the articulation of the NAP and the general M & E design process for the NAP. • The document should identify the existing gaps and the next steps to be implemented in the NDC update process and the articulation of the NAP and the general M & E design process for the NAP. 	March 31, 2019
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Consultant's Qualifications and Skills

- Specialized training in M&E, quantitative and qualitative analysis.
- Ten to fifteen (10-15) years of experience in M&E roles.
- Postgraduate study in climate change adaptation, environmental sciences, anthropology, sociology, economics, international development or a relevant social science field preferred;
- Experience applying qualitative and quantitative methodologies, including sampling approaches and survey design.
- Knowledge of M&E related to climate change adaptation.
- Experience providing training, and/or facilitating meetings and events.
- Knowledge of climate change adaptation in Peru.
- Experience working with government agencies (national or sub-national) and/or with international donors.
- Computer skills (including Excel, PowerPoint and Word).
- Excellent written and verbal communications in Spanish are essential. English skills are an asset, but are not required.

Peruvian nationality, Peruvian residence or work permit is required for this consultancy.

Application Process

Apply by **February 19th 2018** by sending:

- (a) **Updated CV**, including two references, and
- (b) **A financial proposal** in **USD**, based on the table of deliverables/activities included above.

This information should be sent electronically to info@napglobalnetwork.org.

Please use the Subject line: **“NAP M&E Expert Consultant”**