



“Enhanced Water Security and Community Resilience in the Adjacent Cuvelai and Kunene Transboundary River Basins”



REPÚBLICA DE ANGOLA  
COMISSÃO TÉCNICA PERMANENTE CONJUNTA PARA A BACIA DO RIO CUNENE (CTPC)  
PERMANENT JOINT TECHNICAL COMMISSION ON THE CUNENE RIVER BASIN (PJTC)



Supported By



Led By



In Partnership With



## TERMS OF REFERENCE

### Project Coordinator

### Enhanced Water Security and Community Resilience in the Adjacent Cuvelai and Kunene Transboundary River Basins (CUVKUN) Project

**Financing Agency:** Global Environment Facility (GEF)

**GEF Implementing Agency:** United Nations Development Programme (UNDP)

**UNDP Executing Agency:** Global Water Partnership Southern Africa (GWPSA)

**Location:** The Cuvelai and Kunene River Basins in Northern Namibia and Southern Angola

**Duty Station:** Oshakati, Namibia

**Tenure:** 36 Months, renewable

**Date of Advert:** 10 May 2024

## 1 Background

The Cuvelai Watercourse Commission (CUVECOM) was established on 16 September 2014 to manage the shared transboundary waters of the Cuvelai Watercourse. The secretariat is currently based in Oshakati, Namibia. Adjacent to the Cuvelai River Basin is the Kunene River Basin, which manages transboundary cooperation for the Kunene Watercourse through a Permanent Joint Technical Commission (PJTC) that was established in 1990. Both the Cuvelai and Kunene Watercourses are shared between the Republic of Angola and the Republic of Namibia.

The Global Water Partnership (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 Africa. GWPSA also hosts the GWP global theme on Climate resilience and is charged with providing global strategic leadership and coordination of the implementation of the GWP strategy on climate resilience.

## 2 Enhanced Water Security and Community Resilience in the Adjacent Cuvelai and Kunene Transboundary River Basins (“CUVKUN Project”)

The CUVKUN project aims to improve the management of water resources of the transboundary Kunene and Cuvelai basins shared by Angola and Namibia. There is increasing water scarcity and hydrological variability, exacerbated by climate change within the region, even though both basins are stark in contrast. The need for the comprehensive monitoring of climate and water resources and the sharing of information has never been greater, as also the need to improve systems that can provide early warning of climate-related disasters. The UNDP-GEF Cuvelai and Kunene Project is supported by the UNDP as the GEF implementing Agency and GWPSA as the Executing Agency.

The project will undertake a suite of other activities designed to strengthen joint management and planning capacity and practices at the transboundary basin level. These activities will be implemented under six (6) project components:

**Component 1:** Strengthening the transboundary and conjunctive water resources management in the Cuvelai River Basin;

**Component 2:** Strengthening the transboundary water resources management with future development scenario analysis in the Kunene River Basin;

**Component 3:** Strengthening the governance of the Cuvelai and Kunene River Basins to foster joint management by the two countries in the most cost-effective manner;

**Component 4:** Strengthening institutional, technical and operational capacity in Angola to sustainably develop and manage the sub-region’s water tower located in southern Angola;

**Component 5:** Enhancing the community participation in Integrated Water Resources Management (IWRM) to build resilience in their livelihoods;

**Component 6:** Supporting outreach and Knowledge Management for replication, upscaling, and stakeholder engagement.

## 3 Project Coordinator

GWPSA seeks to hire a Project Coordinator, stationed in Oshakati, Namibia for the aforementioned project. The Project Coordinator (PC) will be responsible for the overall management of the project, including the mobilization of all project inputs, supervision over project staff, consultants and sub-contractors. He/she will work closely with the CUVECOM/ PJTC Secretariat who will have significant project implementation responsibilities under a grant agreement with GWP-SA.

### Duties and Responsibilities

- Manage the overall delivery and conduct of the project.
- Plan the activities of the project and monitor progress against the approved work plan.
- Execute activities by managing personnel, goods and services, training and low-value grants, including drafting terms of reference and work specifications, and overseeing all contractors’ work.
- Supervise grant agreements with the CUVECOM/PJTC Secretariat for the implementation of specific sub-components as may be agreed.
- Monitor events as determined in the project monitoring plan, and update the plan as required.
- Provide support for completion of assessments required by UNDP, spot checks and audits.

- Manage requests for the provision of UNDP financial resources through funding advances, direct payments or reimbursement using the FACE form.
- Monitor financial resources and accounting to ensure the accuracy and reliability of financial reports.
- Monitor progress, watch for plan deviations and make course corrections when needed within project board-agreed tolerances to achieve results.
- Ensure that changes are controlled, and problems addressed.
- Perform regular progress reporting to the project board as agreed with the board, including measures to address challenges and opportunities.
- Prepare and submit financial reports to UNDP on a quarterly basis.
- Manage and monitor the project risks – including social and environmental risks – initially identified and submit new risks to the Project Board for consideration and decision on possible actions if required; update the status of these risks by maintaining the project risks log;
- Capture lessons learned during project implementation.
- Prepare revisions to the multi-year work plan, as needed, as well as annual and quarterly plans if required.
- Prepare the inception report no later than one month after the inception workshop.
- Ensure that the indicators included in the project results framework are monitored annually in advance of the GEF PIR submission deadline so that progress can be reported in the GEF PIR.
- Prepare the GEF PIR;
- Assess major and minor amendments to the project within the parameters set by UNDP-GEF;
- Monitor implementation plans including the gender action plan, stakeholder engagement plan, and any environmental and social management plans;
- Monitor and track progress against the GEF Core indicators.
- Support the Mid-term review and Terminal Evaluation process.
- Act as Team Technical Leader for all water resources-related components including groundwater assessments, Flood risk mapping and early warning systems, water resources modelling and scenario analysis and environmental flows assessments.
- Supervise technical inputs of Hydrologists, geohydrologists, environmental experts, and inputs by consultants
- Ensure overall supervision of 3 x technical officers in Angola, through Gabhic office heads.

## 4 Required Skills and Experience

### Education:

Advanced university degree (Master's degree or equivalent) in 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 the management and planning processes of transboundary waters;
- Experience working with diverse 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; and
- Experience in implementing UNDP- GEF funded projects a distinctive advantage.

**Language Requirements:**

- Proficiency in English and Portuguese is required (oral and written)

## 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 nationals of either Namibia or Angola
- Applicants must be willing and able to travel for work as needed

## 7 Applications

- Candidates should submit their application in English through the online application system and not via email, including a cover letter, and a minimum of three references. Apply here: <https://gwpsanpc.bamboohr.com/careers/83>
- 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](mailto:mark.naidoo@gwpsaf.org)
- Deadline: 10 June 2024 – 16:00 Central African Time