

Posting Title: MED 2023 QSR Individual Contractor
Job Code Title:
Department/ Office: United Nations Environment Programme
Duty Station: ATHENS
Posting Period: 6 August 2020-13 August 2020
Job Opening number: 20--UNEP-139343-H-ATHENS
Staffing Exercise ID: N/A

United Nations Core Values: Integrity, Professionalism, Respect for Diversity

Result of Service

The ultimate result of the services is to provide the UNEP/MAP Secretariat and MAP components as well as EcAp Task Force. with the necessary technical and scientific inputs for ensuring the timely coordination and implementation of the 2023 MED QSR Roadmap outputs and its operational implementation plan.

Work Location

Duty Station, Athens, Greece

Expected duration

The contract will be for a period of 6 months starting from its signature date (full time).

Duties and Responsibilities

The United Nations Environment Programme (UNEP) is the United Nations system's designated entity for addressing environmental issues at the global and regional level. Its mandate is to coordinate the development of environmental policy consensus by keeping the global environment under review and bringing emerging issues to the attention of governments and the international community for action. UNEP's ecosystems Division works with international and national partners, providing technical assistance and advisory services for the implementation of environmental policy, and strengthening the environmental management capacity of developing countries and countries with economies in transition. The consultancy assignment is for the Mediterranean Action Plan (MAP) Secretariat, Athens, Greece.

In the framework of implementation of the Ecosystem Approach Roadmap adopted by the Contracting Parties at their COP 15 (Almeria, Spain, January 2008, Decision IG. 17/6), the Decision IG. 22/7 adopted by COP 19 (Athens, Greece February 2016) provides for the development of six-yearly Assessment Reports of the Status of the Mediterranean Sea and coast to demonstrate progress made towards Good Environmental Status and its related targets, as part of the Integrated Monitoring and Assessment Programme (IMAP). The first Report of this kind, entitled 2017 Mediterranean Quality Status Report was prepared in 2017.

COP 20 (Tirana, Albania, December 2017) requested the Secretariat to prepare, in cooperation with the Contracting Parties through the Ecosystem Approach governance structure, a Roadmap accompanied with a Needs Assessment identifying priority activities needed to successfully deliver the 2023 Mediterranean Quality Status Report (Decision IG.23/6). COP 20 further urged the MAP system and the Contracting Parties to undertake priority activities needed to ensure successful delivery of the 2023

Mediterranean Quality Status Report. To support this process, COP 20 approved in its Decision IG.23/14 "Programme of Work and Budget for 2018–2019" the creation of a Programme Officer QSR Expert post in 2019.

The 2023 MED QSR Roadmap and Needs Assessment was approved by COP 21 of the Contracting Parties to the Barcelona Convention in December 2019, Naples, Italy (Decision IG.24/4).

The concrete work in 2020-2021 focuses on the implementation of key activities required for the successful delivery of the 2023 MED QSR, based on the planning undertaken by UNEP/MAP Coordinating Unit and the Ecosystem Approach Task Force (EcAp TF). An operational implementation plan is under development for facilitating the delivery of QSR Roadmap and EcAp TF is fully operational for its timely implementation.

Due to the early departure of the current QSR Programme Officer, UNEP/MAP is in the process of recruiting a new Programme Officer. Until the post is occupied, there is a need for an individual contractor to support the Secretariat to implement the aforementioned activities in line with the COP 20 and COP 21 mandate. The incumbent will also act as Project Manager of the future ECAP MED III project until the recruitment of the Project Manager is finalized.

Under the guidance of the MAP Coordinator and direct supervision of MAP deputy Coordinator the IC will undertake the following duties and responsibilities:

1. Prepare detailed Work Plan based on the hand-over of the current QSR Programme Officer and on review of documents, 2023 MED QSR Roadmap implementation timeline and Operational Implementation Plan, for approval by the supervisor.
2. Support Ecosystem Approach Task Force work through coordination with relevant MAP Components to ensure progress on identified priority activities; support to preparation of templates, documents; liaison with partners; regular updates on relevant external initiatives/processes; involvement of senior management as necessary; and support to information sharing and knowledge management within the EcAp Task Force including through regular update of the shared online EcAp Task Force folder.
3. Organize monthly Meetings to review progress on the 2023 MED QSR Roadmap implementation, EcAp MED III project launch and implementation, integrated and thematic CORMON meetings and other priority issues. This includes drafting meeting agendas and preparing meeting documents, facilitating EcAp Task Force meetings, drafting meeting reports and following up on action points).
4. Support timely implementation of activities in the 2023 MED QSR Roadmap and its Operational Implementation Plan with particular focus on:
 - ♣ progress by the EcAp Task Force on methodological work related to scales of assessment, integrated assessment (within and across Ecological Objectives and IMAP clusters) and cross-cutting issues (methodologies for interrelations of drivers/pressures/impact/status): support EcAp Task Force discussions and preparation of documents as necessary, and ensure that the results of POW and project consultancies address the needs identified in the 2023 MED QSR Roadmap,
 - ♣ national and regional IMAP implementation, and coordination and coherence between relevant UNEP/MAP projects (EcAp MED III, IMAP-MPA, ML MED II, MedProgramme etc.),
 - ♣ IMAP Info System upgrade and data submission,
 - ♣ QSR contents and methodology planning,
 - ♣ and partnerships, outreach and communication;
5. Finalize proposal for 2023 MED QSR methodology, outline, structure and contents for CORMON review in coordination with EcAp Task Force and based on lessons learned from 2017 MED QSR preparation;
6. Map relevant complementary sources, projects and partners for the development of 2023 MED QSR in line with identified data gaps,
7. In collaboration with the EcAp Task Force, develop a Partnership Plan and timelines for regional data-sharing for 2023 MED QSR, so as to strengthen synergies and partnerships with relevant regional and global initiatives, projects and institutions for IMAP and QSR implementation, including HCMR, GFCM, Accobams, EMODnet, Copernicus, WG DIKE, IOC-UNESCO, other Regional Seas Programmes, and relevant UNEP departments (UNEP-GRID, relevant units in the Ecosystem Integration Branch, UNEP Global Environmental Monitoring Unit etc).
8. Elaborate elements for 2023 MED QSR Communication and visibility strategy and ensure communication activities in relation to EcAp and 2023 MED QSR Roadmap implementation in coordination with the Communication Unit, the EcAp Task Force and the MAP Communication Task Force. This includes elaboration/finalization of project brochures and flyers (including showcasing EcAp MED II results and overall EcAp implementation in the region), regular update of relevant pages on the UNEP website, contribution to press briefs and social media outreach, and coordination of and contribution to the preparation of visibility products provided for under the EcAp MED III Communication

and Visibility plan, ensuring compliance with EC visibility guidelines.

9. Support preparations and launch of the EcAp MED III project in coordination with EcAp Task Force and with support from Administration, including drafting of TORs for Project Manager and staff; review of TORs of MAP components as necessary, establishment of budget structure in UMOJA with the support of Administration, preparation of SSFAs and other tasks as requested.

10. Support the implementation of EcAp MED III activities based on the project workplan, ensuring coordination with and timely project implementation by relevant MAP Components. The QSR Officer will in particular be responsible for the implementation of activities related to the development of the 2023 MED QSR as listed in the project document and workplan.

11. Prepare and organize the CORMON meetings:

a) update and finalization of Integrated CORMON agenda and annotated agenda/script, list of documents, list of participants and dissemination to CORMON participants (minimum 3 months in advance of the meeting);

b) prepare working and information documents in coordination with MAP components as per the respective list of documents (Progress report on 2023 MED QSR Roadmap implementation and preparation of Progress reports on IMAP-MPA and EcAp MED III implementation with the respective project teams)

c) finalize the annotated draft 2023 MED QSR concept note/contents

d) support as necessary to the preparation of the document presenting SPI opportunities in the context of the outcomes of the Mediterranean Regional Workshop for the UN Decade of Ocean Science for Sustainable Development 2021-2030

e) prepare report of the Integrated CORMON meeting in coordination with MAP components and its timely dissemination to Contracting Parties (maximum one month after meeting);

f) Ensure follow up on the recommendations of the CORMONs on specific issues, including by MAP components on cluster-specific issues;

g) Ensure timely coordination of the preparation of the thematic CORMON meetings to be held in Spring 2021 through regular communication with the relevant MAP Components, ensuring in particular that recommendations and follow up actions from the November 2020 Integrated CORMON meeting are addressed;

12. Ensure and monitor timely submission of IMAP data into the IMAP Info System by Contracting Parties including through:

a) regular communication with INFO/RAC and with relevant thematic components (MED POL, SPA/RAC, PAP/RAC) on the status of submissions;

b) regular monitoring of data submission and updates in the IMAP Info System and tracking of submissions per country;

c) follow up with relevant MAP components to ensure timely provision of support to Contracting Parties in obtaining information and solving any issues as necessary;

d) regular update of the UNEP/MAP senior management on any issues and proposed solutions.

Qualifications/special skills

Academic Qualifications: Advanced university degree (Master's degree or equivalent) in marine related studies (marine environment, chemical, biological oceanography, marine environment assessment and monitoring etc

Experience: At least five (5) years of progressively responsible work related to marine environment environmental monitoring and assessment in one or more areas (marine litter, contaminants and biodiversity, integrated monitoring and assessment), out of which two (3) years at the international level are required. A good understanding and working experience of the monitoring and assessment component of UNEP/MAP system and EU MSFD will be considered as an asset.

Language: Fluency in English (oral and written) is required. Working knowledge of French is an asset.

Additional Information

No Fee

THE UNITED NATIONS DOES NOT CHARGE A FEE AT ANY STAGE OF THE RECRUITMENT PROCESS (APPLICATION, INTERVIEW MEETING, PROCESSING, OR TRAINING). THE UNITED NATIONS DOES NOT CONCERN ITSELF WITH INFORMATION ON APPLICANTS' BANK ACCOUNTS.