

**REQUEST FOR EXPRESSIONS OF INTEREST**  
**(CONSULTING SERVICES – INDIVIDUAL SELECTION)**

REPUBLIC OF ARMENIA

RESILAND: Armenia Resilient Landscape Project

Grant No.: TF0C4647, TF0C4643

Assignment Title: MONITORING AND EVALUATION (M&E) SPECIALIST

Reference No. (as per Procurement Plan): AM-EPIU-463540-CS-INDV

The Republic of Armenia has received financing from the World Bank (the International Bank for Reconstruction and Development (“IBRD”), acting as an Implementing Agency of the Global Environment Facility (“GEF”) and as administrator of the Multi-Donor Trust Fund for Supporting Armenia Resilient Landscapes Project and International Development Association (“IDA”), acting as administrator of the Multi-Donor Trust Fund for Supporting Armenia Resilient Landscapes Project) toward the cost of the RESILAND: Armenia Resilient Landscape Project, and intends to apply part of the proceeds for individual consulting services.

The M&E Specialist will be responsible for the overall development and implementation of the Project’s M&E system and will provide technical support and quality assurance for M&E related activities of the Project.

The detailed Terms of Reference (TOR) for the assignment are attached to this request for expressions of interest in Annex 1.

The Environmental Project Implementation Unit now invites eligible Individual Consultants to indicate their interest in providing the Services. Interested Individual Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The Qualifications criteria are:

- University degree in Social Sciences, Economics, Finance, Public Policy, International Development or other related discipline.
- At least 5 years of relevant M&E and/or reporting professional experience at the international or national level.
- Experience in working, liaising, and collaborating with government entities, NGOs, civil society organizations, and international organizations.
- Good interpersonal and communication skills.
- Fluency in English.
- Demonstrated ability to work in a team.
- Computer literacy (MS Office).

The attention of interested Individual Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" September 2023 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

An Individual Consultant will be selected in accordance with the Selection of Individual Consultant (Section V) method set out in the Procurement Regulations.

Interested candidates should send a complete CV in English, highlighting relevant experience and education, with attached copies of all relevant educational reports / diplomas / certificates (employer's references may be requested to the top candidates). Submit applications to [resiland.epiu@gmail.com](mailto:resiland.epiu@gmail.com), specifying the vacancy title "M&E SPECIALIST/RESILAND ARMENIA" in the subject line.

The evaluation committee may interview the best candidates assessed based on their CVs, after having written provisional conclusions but before concluding evaluation. The interview may be conducted by telephone or by alternative communication tools, or in person (as will be agreed with the candidate), and the date and time of these interviews will be confirmed or notified to the candidate at least 5 days in advance. If a candidate is unable to participate in an interview by force majeure, a mutually convenient alternative date and time will be arranged with the candidate. If the candidate is unable to participate in this second scheduled time, its candidacy will be eliminated from the evaluation process. The cost of attending the interview (if any) shall be borne by the candidate. The tentative timeline of the interview is the first half of February 2025.

Further information can be obtained at the address below during office hours (09:00-18:00).

Expressions of interest / CVs in English must be delivered via e-mail NO later than January 03, 2025.

Environmental Project Implementation Unit

Attn: Armen Yesoyan (Acting Director of EPIU)

65A Tigran Mets Ave., 3rd fl.

Yerevan 0008, Armenia

Tel: +374 96 693 911

E-mail: [resiland.epiu@gmail.com](mailto:resiland.epiu@gmail.com)

## **RESILAND: ARMENIA RESILIENT LANDSCAPES PROJECT (P179988)**

### **TERMS OF REFERENCE for MONITORING AND EVALUATION (M&E) SPECIALIST**

#### **1. Introduction and Background**

The objectives of the RESILAND: Armenia Resilient Landscape Project are: (i) to increase the area under sustainable landscape management in Selected Locations and (ii) to promote sustainable economic activities to communities in Targeted Landscapes in Armenia. RESLAND Armenia follows an integrated landscapes approach to restore forests and wetlands and will rely on four key issues: (i) reduction of forest fragmentation and increase in density of tree cover by restoring the forest land degraded due to mining and by forest enrichment planting; (ii) improving management of neglected and abandoned wetlands, (iii) increasing community economic benefits, and (iv) strengthen the institutional foundation for the sustainable management of landscapes, creating green jobs, and increasing community benefits. Project activities are grouped into four interrelated components and their respective subcomponents. Under its main three components, the project will finance consulting services, non-consulting services, goods, equipment, training, workshops, as well as small works.

The Project includes the following 4 (four) components:

Component 1: Institutional Capacity and Policy Development.

Component 2: Landscape Restoration

Component 3: Promoting Communities' Benefits.

Component 4: Project Management, Monitoring & Evaluation, and Communication.

#### **2. Project Implementation Arrangements**

The Environmental Project Implementation Unit (EPIU), a State agency under the Ministry of Environment, is responsible for performing key Project management functions, including coordination, fiduciary, monitoring and evaluation, social and environmental standards management and reporting functions, aimed at achieving the planned results.

#### **3. Objectives of the assignment**

The M&E Specialist will be responsible for the overall development and implementation of the Project's M&E system and will provide technical support and quality assurance for M&E related activities of the Project.

#### **4. Scope of Work**

In order to achieve the objectives, the M&E Specialist shall:

- 4.1 Develop a detailed M&E plan that encompasses the entire impact pathway, spanning inputs, activities, outputs, outcomes, and impacts, in line with the Project Results Framework.

- 4.2 Guide the process of development of socio-economic baseline for the Project.
- 4.3 If necessary, provide the baseline benchmark of the selected indicators
- 4.4 Study Project related documents (e.g. POM, Grant agreement, etc.) to implement the tasks/ activities related to the M&E.
- 4.5 Design an overall M&E framework outlining appropriate data collection methods, tools, and instruments to gather information for measuring project performance and impact, a mechanism for reporting and disseminating M&E results to project stakeholders, and plan for the project.
- 4.6 Collaborate with project team members and implementing partners to monitor the progress of project-supported activities. Guide and supervise the activities of the Project Social and Environmental Specialists.
- 4.7 Provide technical inputs on M&E parameters to enhance the planning and implementation of the project (selecting appropriate methodologies and data collection techniques, developing data validation protocols, conducting quantitative and qualitative data analysis, etc.).
- 4.8 Aid in the definition of M&E requirements at various steps of project implementation (understanding the information needs of stakeholders, identifying data sources, specifying the frequency and timing of data collection).
- 4.9 Provide advice to the Project Coordinator on issues that may affect the achievement of project outcomes, including sustainability and post-project requirements such as maintenance.
- 4.10 Identify and assist in the management and implementation of M&E related project activities (e.g., surveys, mid-term reviews, etc.), while advising the Project Coordinator on potential deviations and recommending corrective actions.
- 4.11 Provide the methodology of the survey organized for Project progress, the list with the number of the participants (stakeholders)
- 4.12 Provide the detailed description, sources and additional details of measurement methodology for carrying out a survey;
- 4.13 Monitor the implementation of the Project against the project PDO and IRI indicators on a regular basis as well against established timelines and budget.
- 4.14 Provide assistance to the EPIU to prepare work plans and/or action plans.
- 4.15 Work together with the project stakeholders and relevant institutions to collect data and incorporate feedback mechanisms to capture qualitative and quantitative data from beneficiaries, stakeholders, and partners.
- 4.16 Prepare consolidated M&E progress reports (quarterly and/or as requested), based on the data collected jointly with the relevant institutions and central/local administrations.
- 4.17 Undertake regular visits to the project sites as part of M&E activities. In cooperation with other project specialists, support collection of relevant data through various methods such as surveys, interviews, observations, and data systems.
- 4.18 Assist in reviewing reports submitted by experts/contractors involved in the project from M&E perspective as applicable.
- 4.19 Support the EPIU in identifying needs and provide trainings and mentoring to partners and staff to ensure the implementation of strong M&E systems.
- 4.20 Actively participate in impact evaluation activities and assist EPIU in the identification of potential implementation problems and bottlenecks as regards to M&E and recommend appropriate mitigation measures and actions.

- 4.21 Prepare and/or provide inputs to the Terms of Reference (TOR)/scope for monitoring related activities (including socio-economic baseline study, mid-term and end-project assessments, M&E evaluations).
- 4.22 Identify and formulate lessons learned and document best practices from evaluations and studies to be integrated into project reports.
- 4.23 Cooperate with Communication and Knowledge Management Specialist to disseminate project impacts and lessons learned;
- 4.24 Participate in field visits, internal/external supervision and evaluation missions as necessary.
- 4.25 Perform other tasks related to project monitoring & evaluation assigned by the project Coordinator.

## **5. Reporting**

The M&E Specialist will report to Project Coordinator at PIU. The M&E Specialist delivers the following documents on a regular basis:

<b>Report</b>	<b>Timeline</b>
Project Monitoring and Evaluation Report	Quarterly or as requested

The timeline of preliminary deliverables is presented below:

Monitoring and Evaluation Framework, including methodology	Within 1 month of contract signing
Detailed Monitoring and Evaluation Plan	Within 2 months of contract signing

## **6. Duration and Location**

The M&E Specialist will be hired for the initial period of 1 year. Upon the completion of each year, M&E Specialist's performance will be assessed, and the contract may be extended annually (for each additional year) based on satisfactory performance. The M&E Specialist is expected to remain engaged throughout the entire Project implementation timeframe/period. This is time-based contract, with full-time assignment. Location: Yerevan, Armenia

## **7. Qualifications**

- University degree in Social Sciences, Economics, Finance, Public Policy, International Development or other related discipline.
- At least 5 years of relevant M&E and/or reporting professional experience at the international or national level.
- Experience in working, liaising, and collaborating with government entities, NGOs, civil society organizations, and international organizations.
- Good interpersonal and communication skills.
- Fluency in English.
- Demonstrated ability to work in a team.
- Computer literacy (MS Office).

## **8. Application Process**

Interested candidates should send a complete CV highlighting relevant experience and education, copies of all relevant educational certificates and employee's references to: [info@cep.am](mailto:info@cep.am) indicating the vacancy title "M&E Specialist/ RESILAND ARMENIA". Only shortlisted applicants/top candidates will be contacted for interview.