



GENERAL SECRETARIAT OF THE ORGANIZATION OF AMERICAN STATES  
Executive Secretariat for Integral Development (SEDI)  
Department of Sustainable Development (DSD)

Support Consultant for Implementation of the OAS Water Portfolio

<b>Type of contract:</b>	Product Based consultant
<b>Organizational Unit:</b>	Department of Sustainable Development (DSD), Integrated Water Recourses Management Section (IWRM).
<b>Start Date:</b>	May 2021
<b>Duration:</b>	12 Months ( <i>renewal upon performance and availability of funds</i> )
<b>Remuneration:</b>	Final remuneration will be based on skills, experience and workplace location
<b>Duty Station:</b>	Due to COVID-19 restrictions, the selected person will work from their home country until further notice

**Background:**

The **Department of Sustainable Development** in the Secretariat for Integral Development (SEDI/DSD) is the principal technical body of the General Secretariat (GS/OAS) for responding to the needs of Member States on sustainable development matters. OAS/DSD's main responsibility is to oversee the implementation of the Inter-American Program for Sustainable Development (PIDS) which was adopted during the Second Plenary Session of the OAS General Assembly held in 2016. The PIDS is the first regional agreement that is fully aligned with the 2030 Agenda for Sustainable Development, which includes the Sustainable Development Goals (SDGs), the Paris Agreement on Climate Change and the Sendai Framework on Disaster Risk Reduction. By facilitating policy dialogue, technical cooperation and the exchange of best practices and lessons learned, SEDI/DSD supports OAS Member States in achieving their sustainable development goals in the following program areas: Integrated Water Resources Management (IWRM); Sustainable Energy and Climate Change Mitigation, Disaster Risk Management and Adaptation to Climate Change; Biodiversity and Sustainable Land Management; Sustainable Cities and Communities, and Environmental Law, Policy and Good Governance. SEDI/DSD draws on the experience and knowledge generated during the execution of its various interventions to guide the formulation of national and regional policies and strategies.

**The Water Team** of the OAS supports Member States in their efforts to improve the management, conservation, and sustainable use of both superficial and ground water resources by promoting social and economic growth in the region. Specific actions include the promotion of water governance, the assistance to develop policies, laws and regulations for integrated water resources management, the building capacity in regional, national and local institutions, and the support of the exchange of information through specialized networks in water resources.

The Water Projects Portfolio include the following ongoing projects:

- Latin America and the Caribbean Portfolio of Global Environment Facility (GEF), in the Area of International Water, executed by the OAS, including regions in execution such as the Plata Basin, Bravo Basin, Trifinio and other portfolio under negotiation in the region.
- Project to support the implementation of the COVID-19 prevention and containment proposal in the rural area of the Trifinio Region in Honduras.
- Sustainable Development Program of the Trifinio Region (Honduras).
- Strengthening Governance Capacities In Lac To Meet National Commitments In The Paris Agreement: A Perspective From Costa Rica, Uruguay And Jamaica.
- CReW+: “An integrated approach to water and wastewater management using innovative solutions and promoting financing mechanisms in the Wider Caribbean Region”

The portfolio also includes other number of project that are under development that may be applicable to the scope of the work of this consultancy.

## **Responsibilities**

The consultant, under the supervision and guidance of the OAS and IDB team, will be responsible for the overall performance of the project and production of the outputs/products.

### **Key Responsibilities:**

- Prepares annual work plan and budget in collaboration with the implementing and executing agencies.
- Provides day-to-day direction for the initiatives and provides inputs into project planning and implementation processes.
- Monitors project implementation against the established indicators detailed in the project Results Framework.
- Advises on project implementation, including any modifications or refinement to achieve the project’s goals.

- Conducts field visits and overseas missions, as required, to assist in the verification of project outputs.
- Oversees the preparation of all required reports and other outputs and ensures their timely delivery.
- Liaises between other relevant national and regional partner agencies and stakeholders.
- Coordinates all activities undertaken by the different executing agencies as necessary and appropriate for the achievement of the Water Security Program and both initiatives, Transboundary Waters and Water Funds' objectives.
- Plans and coordinates activities with the relevant agencies to ensure maximum "visibility" of the initiatives within the region.
- Leads the sharing, dissemination, and application of knowledge, establishing partnerships with relevant institutions, including governments, international organizations, regional agencies, the academic community, and civil society.
- Develops the agenda for the board meetings, prepares all technical background documentation in consultation with other partners.
- Organizes and facilitates project evaluation exercises; and
- Undertakes any other activity that may be necessary for the effective management of the project.
- Research and develop project proposals for the Integrated Water Resources Management Section to be validated with stakeholders and donors.
- Provide technical and Project Management Inputs to project proposals being developed by the OAS Water Team
- Liaise between the OAS Water team and project stakeholders in the monitoring and performance review of the project portfolio.
- Assess the execution of the project portfolio, identifying risks and corrective actions to ensure project performance.
- Prepare Internal and Donor quarterly progress and expenditure tracking (co-financing) reports on project execution.
- Prepare Annual Progress Report and Progress Implementation Assessments (Results framework, Monitoring and Evaluation Plan).
- Promote synergies between the OAS Water Portfolio and the Inter-American System and Related Activities in on Integrated Water Resources Management.

### **Minimum Requirements for the International Project Coordinator Consultant:**

#### **Requirements**

Academic Degree: Master's degree in Business Management or Engineering.

Bachelor's degree(s) in Civil Engineering or Environmental Science or related field

Experience:

- At least 7 years of work experience in the water, wastewater, or environmental sectors, with at least 3 years in a management position.

- Minimum of 3 years experience in GEF projects, preferable in the area of international water.
- Training, working experience or certification in project management.
- Excellent communication skills (oral and written);
- Professional and personal stature to lead technically strong teams and communicate with policy makers and authorities.
- Experience in managing multi-disciplinary and/or cross-sector teams, with demonstrated well-honed integration skills.
- Training, working experience or certification in project management;
- Excellent communication skills (oral and written);
- Professional and personal stature to lead technically strong teams and communicate with policy makers and authorities;
- Experience in managing multi-disciplinary and/or cross-sector teams, with demonstrated well-honed integration skills;
- Experience in Water Diplomacy and facilitation for transboundary waters.
- Knowledge and work experience related to the execution and management of projects within the framework of the United Nations Environmental Programme (UNEP), Inter-American Development Bank (IADB) and the Global Environmental Facility (GEF). **(important)**

Languages: Proficiency in English and Spanish is required.

Skills:

- **Strategic Thinking:** Ability to formulate objectives and set priorities and implement plans consistent with the long-term interests of the project, capitalizing on opportunities and managing risks.
- **Results Orientation:** Ability to meet project goals and stakeholder expectations that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.
- **Planning and Execution:** Capacity to translate strategic goals and priorities into realistic and flexible plans and project, optimizing the use of resources, monitoring implementation of plans to ensure that key results are achieved and delegating effectively.
- **Leading People:** Competence to lead people toward meeting the project's goals.
- **Building Coalitions:** Ability to build coalitions internally and with other international organizations, State and local governments, non-profit and private sector organizations to achieve common goals.

**Application:**

- Up-to-date CV, including three academic and/or employment references and a list of relevant publications.

- A letter of interest detailing qualifications for and interest in the consultancy.
- Subject to the discretion of the Department of Sustainable Development, candidates may be invited to participate in an interview.

Please send the complete application (cover letter, resume and three references) via e-mail to [water@oas.org](mailto:water@oas.org) by **March 19<sup>th</sup> 2021**. Please specify email subject as **“(Your LastName) Consultant”**.