



Terms of Reference
SACEP - Kulhudhuffushi PLEASE Project

“Improving the wellbeing of H. Dh. Kulhudhuffushi people and the ocean through plastic pollution prevention”

Project Coordinator- Based in Kulhudhuffushi

1. BACKGROUND

Maldives Authentic Crafts Cooperative Society (MACCS) has received funding from the World Bank, through the Plastic Free Rivers and Seas for South Asia (PLEASE) Project, to tackle plastic pollution in Kulhudhuffushi, Maldives. MACCS is a cooperative of women who strive to revive and promote local artisanal handicrafts and crafting communities in the Maldives. The PLEASE Project, established through a collaboration between the World Bank, Parley, and the South Asia Cooperative Environment Programme (SACEP), and supported by UNOPS, represents an initiative to combat plastic pollution in the rivers and seas of South Asia. The core objective of PLEASE is to enhance innovation and coordination of circular economy solutions, effectively minimizing plastic pollution in the South Asian Seas.

This project, by the Maldives Authentic Crafts Cooperative Society centers on "Improving the wellbeing of H. Dh. Kulhudhuffushi people and the ocean through plastic pollution prevention." The project aims to contribute to reducing plastic pollution in one city, which can serve as a model for other islands. Kulhudhuffushi City with a population of over 10,000 residents is struggling with waste management and plastic waste. The project aims to reduce plastic waste generation through plastic waste avoidance interventions and improved plastic waste management practices by interception at source and diverting to managed pre-processing facilities. The project will build the capacity through investments in plastic waste management infrastructure, and strengthening monitoring and enforcement of waste management regulations. In addition, awareness raising, building skills and providing alternatives to change behavior will build capacity within the island community.

The main key outputs for the project are

OUTPUT 1: Generation of plastic waste is reduced through avoidance of plastics by introduction of reusable alternatives

OUTPUT 2- Plastic waste is prevented from reaching beaches and seas through interception at the source and treated at set facilities

OUTPUT 3- Capacity building of relevant actors and increasing public awareness on plastic pollution

OUTPUT 4: Provision of policy and regulatory support to ensure plastic waste reduction measures are sustained

Effective Project Management

MALDIVES AUTHENTIC CRAFTS COOPERATIVE SOCIETY

7th Floor, H. Keleethia, Hakuraa Goalhi, Male', Republic of Maldives.

Web: www.maccs.com.mv, Email: info@maccs.com.mv Phone: +960 7673764



2. ROLES AND RESPONSIBILITIES

As the primary focal point for the project on-site, the Project Coordinator – Kulhudhuffushi (PCK) will play a pivotal role in ensuring timely delivery of activities and seamless coordination between the project office in Male', Kulhudhuffushi City Council (KCC) and other project partners. The PCK will play a major role in community mobilization for effective implementation of project activities.

Key responsibilities

- Act as the main focal point for the project in Kulhudhuffushi.
- Carry out day-to-day project implementation activities required in Kulhudhuffushi.
- Offer assistance to the Project Manager and project team in Male', fostering effective coordination and collaboration with KCC and other stakeholders in Kulhudhuffushi.
- Arrange travel, logistic and other assistance required to carry out project activities.
- Conduct regular monitoring and evaluation of project activities in Kulhudhuffushi, ensuring alignment with project goals including reporting and documenting progress and challenges.
- Collect and provide information to update project dashboard with accurate and up-to-date data.
- Oversee the construction work of the material recovery facility in Kulhudhuffushi.
- Carry out awareness programs and skill-building initiatives.
- Mobilize community support and facilitate training for source separation of waste.
- Assist the grant manager with disseminating grant information, monitoring grant implementation, and reporting on grant activities.
- Organize events and activities in Kulhudhuffushi, promoting community engagement.
- Network and collaborate with local stakeholders to engage the community and enhance project visibility and impact.
- Ensure good relations with key project partners, namely KCC and WAMCO.

This role requires an on-the-ground presence in Kulhudhuffushi and active involvement in the day-to-day implementation of the project, ensuring its success and positive impact on the community and environment.

3. DURATION

The PCK is expected to commence work in third week of March 2024 with the contract expiration expected to be the end of February 2025.

4. WORKING ARRANGEMENT

The PCK will work in Kulhudhuffushi and closely with the KCC and MACCS project team based in Male'. The PCK is expected to be based in Kulhudhuffushi during the term of the contractual period and will be working in the KCC office premises.

Travel expenses, if applicable, will be covered by MACCS, subject to funding availability and determined by the needs outlined in this

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ToR or on the contract agreement.

5. REPORTING

The PCK will report to both the Project Manager assigned by MACCS and the KCC focal point on all project-related matters on a day to day basis.

6. REMUNERATION AND WORKING HOURS

The PCK position offers a comprehensive compensation package, including

Basic Salary: MVR 6,295
Service Allowance: MVR 2,000
Food & Living Allowance: MVR 2,000
Attendance Allowance: MVR 100 per working day
Overtime Allowance

Working hours will be from 8:00 AM to 2:00 PM, following the government's official working days.

7. QUALIFICATIONS

The PCK must meet the following qualifications and experiences:

- Bachelor's or diploma in Environmental Science, Project Management, Social sciences, or a related field.
- Understanding of Local Governance, Environmental issues, Waste Management, and community mobilization.
- Experience in
 - liaising and collaborating with cross-functional groups
 - organizing community events and activities
 - engaging and mobilizing the community
 - addressing challenges and finding innovative solutions
- Excellent communication and interpersonal skills.

Added advantages

- Project implementation experience, preferably in environmental or community development projects.
- Experience in project monitoring, and reporting.
- Experience in conducting community training and awareness activities.

Note: The above qualifications and experience list is indicative and may be adjusted based on specific project requirements and organizational preferences.

8. APPLICATION AND SELECTION PROCEDURE

Interested individuals are invited to submit the following documents in response to the Terms of Reference (TOR):

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- Curriculum Vitae (CV)
- Copies of academic certificates and record of previous employment
- Recommendation letter(s)
- Contact details of one referee
- Scanned copy of the National ID card (front and back)

Please submit your application documents via email to:

Project Manager
MACCS-PLEASE Project

Improving the wellbeing of H. Dh. Kulhudhuffushi people and the ocean through plastic pollution prevention”

Maldives Authentic Crafts Cooperative Society

7th Floor, H.Keleethia

Male’

Deadline for submission:

Any/ all inquiries regarding this consultancy should be directed via email to projects@maccs.com.mv

All complete applications should be **submitted via email on or before 1400 hrs, of 17th March 2024**

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