

Terms of Reference

Posting Title:	Ocean Governance expert to develop a plan of action for a national and inclusive ocean strategy for the Republic of Cameroon
Department/Office:	Division for Ocean Affairs and the Law of the Sea, United Nations Office of Legal Affairs (the Division)
Duty Station:	Home-based, with national travel
Type of Contract:	Consultancy
Post Level:	Consultant, Level B
Languages Required:	French and English
Approximate start date (date when the selected candidate is expected to start)	30 April 2024
Duration:	Approximately 45 days during a 5-month period (30/04/2024 to 29/09/2024).
Contract sum:	US \$ 40,000 (paid in four instalments upon the Division's confirmation of completion of each phase)

Background

The Programmes of Assistance to Meet the Strategic Capacity Needs of Developing States in the Field of Ocean Governance and the Law of the Sea is a project implemented by the Office of Legal Affairs of the United Nations, through its Division for Ocean Affairs and the Law of the Sea (the Division), with funding provided by Norway, through its Norwegian Agency for Development Cooperation (Norad). The project provides support to developing countries, particularly Small Island Developing States (SIDS), in building sustainable ocean-based economies through addressing critical capacity barriers at the regional and national levels, including with respect to the implementation of the 1982 United Nations Convention on the Law of the Sea ("UNCLOS") and related instruments.

The Programmes of Assistance is composed of four major series of activities, one of them is the conduct of analyses of national frameworks for ocean governance in selected beneficiary States (Ocean Governance Studies). The Ocean Governance Study (OGS) consist of a national-level inventory and analysis of the legal and institutional frameworks for ocean governance in the selected beneficiary States with the identification of capacity gaps and priorities. Cameroon is one of the beneficiary States of the OGS and, based on this study, the Government identified the need to develop a national and inclusive ocean strategy to enhance synergy among the wide range of stakeholders involved in ocean affairs. This strategy will serve as a vital policy basis to sustainably manage marine areas under national jurisdiction and provide a wide range of economic, social, and environmental benefits as well as contribute to improve coastal and ocean governance.

As part of its collaboration in the implementation of the OGS recommendations, the Division will contract a consultant to work with the Government of Cameroon to develop a comprehensive plan of

action for a national and inclusive ocean strategy. In coordination with the Government and relevant stakeholders the consultant will identify, the ocean priorities the strategy should address, and based on these identified priorities, develop a plan of action to guide the government of Cameroon in the elaboration of its national ocean strategy. The action plan will also include a proposed process and timeframe for developing the national ocean strategy.

In the identification of priorities, the consultant will conduct in-person consultations with relevant stakeholders, including relevant government agencies, economic sectors, local and coastal communities, Indigenous Peoples, research institutions and other stakeholders.

Work Location

Home-based, with national travel (the consultant shall assume full responsibility for arranging and covering all travel-related expenses. The United Nations bears no involvement in travel matters under this contract).

Expected duration

Approximately 45 days, distributed in a 5-month period (30/04/2024 to 29/09/2024).

Scope of work and deliverables:

Under the overall supervision of the Head of the Capacity-building and Trust Funds Unit of the Division, the day-to-day supervision of the Project Manager, and in close cooperation with the Focal Point for the Government of Cameroon, the Consultant is expected to:

- Collaborate with individuals and organizations designated by the Government;
- Ensure a gender-responsive approach is integrated into all aspects of the work;
- Develop a workplan for the work to be undertaken under the consultancy;
- Liaise and coordinate with the Government and relevant stakeholders to gather information and data;
- Prepare a stakeholder map to inform the development of the ocean strategy;
- Conduct in-person consultations with the Government and relevant stakeholders;
- Prepare a report on the national ocean priorities to inform the development of the ocean strategy; and
- Develop a comprehensive plan of action, including a proposed process and timeframe to guide the development of a national ocean strategy.

The consultant will provide monthly progress reports to the Division and the Government Focal Point.

Payment schedule as follows and on Division's approval of completion:

Workplan – US \$ 5,000

Draft stakeholder map – US \$ 5,000

Draft Report on the national ocean priorities and plan of action, and stakeholder map – US \$ 10,000

Final Report on the national ocean priorities and plan of action and stakeholder map – US \$ 20,000

Competencies

- **Professionalism:** Demonstrated analytical and evaluative skills to conduct independent research and analysis, including familiarity with and experience in the use of various research sources, including electronic sources on the internet, and other databases. Competence in data analysis and a demonstrated ability to conduct data collection using various methods. Ability to apply judgment in the context of assignments given, plan own work and manage conflicting priorities. Ability to build good working relationships at all levels. Ability to work under pressure and in dynamic situations; is conscientious and efficient in meeting commitments, observing deadlines and achieving results. Ability to treat sensitive or confidential information appropriately. Ability to incorporate gender perspectives in substantive research. Ability to deal efficiently and effectively with administrative responsibilities.

- **Teamwork:** Excellent interpersonal skills and ability to establish and maintain harmonious working relationships in a multicultural, multi-ethnic and political work environment. Works collaboratively with colleagues to achieve project goals; solicits input by genuinely valuing others' ideas and expertise; is willing to learn from others; ability to develop consensus among people with varying points of view; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

- **Planning & Organizing:** Develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work; foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

- **Communications:** Strong oral communication and drafting skills; ability to interact positively with high-level government officials.

- **Technological awareness:** Excellent knowledge of Microsoft Office applications including Microsoft Word, PowerPoint and Excel. Ability to use other relevant software (such as mapping tools), as well as database software to organize, analyse and archive collected materials during research is desirable. Actively seeks to apply technology to appropriate tasks.

Education

Advanced university degree (master's degree or equivalent) in international law, law of the sea, ocean governance, public policy, sustainable development, environment/ocean-based science, or related fields. Demonstrated knowledge and experience in the development of national policies.

Work Experience

1. A minimum of 8 years of progressively responsible experience in policy drafting and advising is required.
2. Previous experience in ocean affairs is required.
3. Experience supporting the development of ocean policies, or laws, or governance processes is required.
4. Experience in organizing multi-stakeholder meetings is required.
5. Previous work experience involving the use of gender responsive approaches and the integration of indigenous and local knowledge is highly desirable.
6. Previous work experience in the UN system is desirable.
7. Evidence of recent relevant research and publications is desirable.

Languages

For this position, fluency in French and English with excellent drafting and communication skills are required. Knowledge of another United Nations official language is an advantage.

TO APPLY TO THIS CONSULTANCY:

1. Complete the application form available at the following link:
<https://forms.office.com/e/RHKftgKvaD>
2. After completing the form, please send a CV and cover letter to luciana.fernandescoelho@un.org (with a copy to rachel.lucas@un.org and doalos@un.org) with the email subject line "DOALOS/Norad: Technical Assistance Cameroon"

The documents should be named as follows:

[*surname of candidate*]._CV

[*surname of candidate*]._cover_letter

Only applications that follow both stages of the application process will be considered.

Closing date: 15 April 2024

Female candidates are strongly encouraged to apply.