



REPUBLIC OF LIBERIA
ENVIRONMENTAL PROTECTION AGENCY (EPA)
Bright Building 302-A Old CID Road, Mamba Point
1000 Monrovia, 10 Liberia
P.O. Box 4024



Job title		National Gender Expert	
Procuring Entity		Environmental Protection Agency (EPA)	
Program/Project		Enhancing the Resilience of Vulnerable Coastal Communities in Sinoe County of Liberia	
Program/ Project Number/GEF project ID number		10376	
Activity result		Development of three Gender Action Plans for each County's Resilience Plans	
Assignment		To Develop one Gender Action Plan for each county-Sinoe, Grand Bassa, and Maryland Counties Resilience Plans (Three Gender Action Plans)	
Location	Sinoe, Grand Bassa, and Maryland Counties	Duration	30 Days over the period of three (3) months

BACKGROUND

Liberia's coastal zone is adversely affected by several climate change impacts, including increases in sea level rise resulting from rising temperatures. The impacts of climate change, combined with non-climatic drivers such as sand mining, the expansion of agricultural areas, unsustainable fishing, pollution, and inadequate drainage systems, compromise the resilience of ecosystems and Liberian communities situated along the coastline. Consequently, local communities and ecosystems are experiencing increased coastal flooding and erosion, saltwater intrusion into groundwater supplies, waterlogging of inland areas, and sedimentation of rivers and freshwater resources as a result of SLR and higher-intensity rainfall events.

As a result of coastal communities in Liberia being threatened by damaging floods and erosion – both of which are increasing as a result of sea level rise as well as other impacts of climate change such as increasingly intense rainfall events – and the current limited financial and technical capacity at the national and county levels to address these threats, the Government of Liberia through the EPA in partnership with the United Nations Development Program (UNDP) Liberia Country Office submitted a joint proposal to the Global Environment Facility (GEF) in 2021 for the “Enhancing the resilience of vulnerable coastal communities in Sinoe County of Liberia”. The project has now been approved for implementation. The Environmental Protection Agency of Liberia (EPA) is the Executing Entity for the Project, which is financed by a GEF Trust Fund grant of USD\$8.9 million and co-financed by UNDP and the Government of Liberia (GoL).



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The project plans to implement a suite of adaptation interventions which will positively impact local communities by reducing their vulnerability and increasing their resilience to the impacts of sea level rise, intense coastal storms, as well as increasing rainfall variability. These interventions include, first, creating an enabling environment for local-level coastal adaptation planning and management in all coastal counties in Liberia, particularly by strengthening the capacity of county- and district-level planners to implement measures that prevent and/or reduce the impact of frequent and intense climate change-induced flooding and erosion. The increased capacity of coastal county planning institutions will enable the improved management of coastal ecosystems that assist in reducing the impacts of increasingly intense flooding events and the implementation of adaptive infrastructure across Liberia's coastal counties.

The Environmental Protection Agency is responsible for the management of the environment and natural resources in Liberia. It is mandated to coordinate, monitor, supervise, and consult with relevant stakeholders on all activities in the protection of the environment and sustainable use of natural resources. The EPA, in close collaboration with the MME, the Ministry of Commerce and Industry (MoCI), and the Ministry of Agriculture (MoA) will implement the project through a Project Management Unit, based at the EPA. The UNDP, as an Accredited Entity to the GEF, will oversee the project execution undertaken to ensure that the project is being carried out in accordance with UNDP and GEF policies and procedures, and will provide quality assurance support services to the Sinoe Project.

The Project Management Unit (PMU) assists in the implementation of the Project with support from the EPA and MME. The PMU staff is hosted at the EPA and reports to the Executive Director of the EPA and the Minister of MME. The Project Manager is responsible for the overall day-to-day management of the project, including the mobilization of all project inputs, supervision over project staff, responsible parties, consultants, and subcontractors. The PMU – through the project manager – provides strategic guidance and direction to the Project Board, the Minister of MME, the Executive Director/CEO of the EPA, and the UNDP Liberia Resident Representative.

Developing County Resilience Plans for Sinoe, Grand Bassa, and Maryland Counties aims to enhance the adaptive capacity of communities to climate change and socio-economic challenges. Recognizing the critical role of gender in resilience building, this project seeks to integrate gender considerations into the county resilience plans through the development of Gender Action Plans (GAPs).

OBJECTIVE

The objective of this consultancy is to mainstream gender considerations, promoting gender equality into the Sinoe, Grand Bassa, and Maryland Counties Resilience Plans by developing a Gender Action Plan (GAP) for each of these selected counties. These CRPs will include an assessment of climate change priorities and challenges for the country, as well as county-specific plans to ensure the climate resilience of these selected counties by incorporating the implementation of ICZM, adaptation options, and gender responsiveness measures.

DUTIES AND RESPONSIBILITIES



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The consultant must perform the following tasks:

- Must conduct a desk review of existing National and County-level Gender Action Plans, including the latest edition of the Liberia Gender Action Plan, to identify the gaps in the planning, budgeting, development, and climate change adaptation.
- Conduct a detailed gender analysis of these counties (Sinoe, Grand Bassa, and Maryland), particularly emphasizing gender issues in each county and the need for intervention to promote climate change adaptation-oriented development at the county level.
- Ensure alignment of GAPs with national and international gender equality frameworks
- Develop a clear roadmap or flow chart outlining how gender will be mainstreamed in enhancing the resilience of the affected counties through planning and budgeting, and how these processes will impact the implementation of Integrated Coastal Zone Management and Sea River Defense Management guidelines.
- Assess the existing practices of men, women, youth, and people living with disabilities within these communities; assess to what extent these practices take into account future climate change scenarios such as increasing variability in rainfall and coastal erosion.
- Identify and collaborate with government agencies, NGOs, community-based organizations, local stakeholders and community representatives, and women's associations or groups that focus on gender to ensure the effective and evidence-based design of these Gender Action Plans and their specific areas of intervention that can be utilized by the project.
- Document actionable recommendations for sustaining and strengthening capacity-building efforts related to livelihood development and the integration of social and environmental safeguards.
- Development of gender sensitive monitoring tools, templates, and other relevant documents to assess resilience efficiency, effectiveness, impact, and sustainability.
- Development of appropriate gender-sensitive coastal adaptation practices for communities.
- Carry out other activities requested by the Gender Officer and PMU

EXPECTED OUTPUTS AND DELIVERABLES

1. Inception report detailing the methodology, timeline, and initial findings from the gender analysis.



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2. Comprehensive gender analysis report for each county.
3. Draft Gender Action Plans for Sinoe, Grand Bassa, and Maryland.
4. Finalized Gender Action Plans, incorporating feedback from stakeholders.

NOTE: THE FINAL PRINTED REPORTS(THREE GENDER ACTION PLANS) SHOULD BE GLUE-BINDED USING GLOSSY PAPER

INSTITUTIONAL ARRANGEMENTS

- The National Gender Expert shall report directly to the Project Manager through the Gender Officer.
- Regular updates and meetings should be held for effective collaboration and supervision.
- The National Gender Expert shall be recruited for 30 days over a period of three months under a Service Contractual agreement. The EPA reserves the right to rescind the contract during that period should the performance of the Gender expert not meet its requirements.

QUALIFICATIONS

Education

The Gender expert must have a Master's degree in a relevant area such as Gender studies, Sociology, Social Work, Environmental Studies, Developmental studies, or other relevant disciplines.

- Experience

- At least 5-7 years of experience as a Gender Specialist in or out of Liberia
- Proven experience in gender analysis and action planning, particularly in the context of resilience and environmental issues
- Strong knowledge of UNDP, GEF, and the Government of Liberia gender policies
- Having worked on a UNDP/ GEF/ World Bank or other mega-projects is an added advantage
- Experience in developing Gender Action plans or other related plans
- Experience in gender development and results-based management methodologies

Competencies and skills

- Excellent communication, facilitation, and interpersonal skills.
- Experience with stakeholders' engagement in gender establishment training oversight and management
- Ability to identify stakeholder needs and deliver them promptly and accurately.
- Tolerant, culturally sensitive and knowledgeable in dealing with the local environment
- Strong understanding of gender issues in Liberia, including socio-cultural dynamics.
- Ability to work under tight timelines



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SUBMISSION OF APPLICATION

Interested candidates should submit a **Cover letter, CV, financial and technical proposal, Copies of academic credentials and professional certifications both soft & hard copy** to the below address and by email at maldonakarway1@gmail.com and CC: princessblango@gmail.com indicating their suitability for the post. Please indicate “**National Gender Expert**” in the subject line.

ATTENTION:

Maldona K. Karway
Procurement Officer
Enhancing the Resilience of Vulnerable Coastal Communities in Sinoe (ERVCCS)
Environment Protection Agency (EPA)
302-A Bright Building
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***Female candidates are highly encouraged to apply!**

The closing date for submission of applications is 4:00 PM on October 20, 2025. Any submission received after this deadline will not be considered. Only applicants who meet the requirements as outlined in the terms of reference will be considered for evaluation.

NOTE: This information is also posted on <https://www.emansion.gov.lr/>, <https://www.epa.gov.lr/>, <https://www.undp.org/>, www.mme.gov.lr and can be found in local dailies.