



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



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**Consultancy Services**  
**Request for Expression of Interest**

<b>Job title</b>		<b>Gender Expert (National Consultant)</b>	
<b>Division/Department</b>		Project: Enhancing the Resilience of Vulnerable Coastal Communities in Sinoe County, Liberia (ERVCCS)	
<b>Program/Project Number/ GEF Project ID number</b>		10376	
<b>Activity Result</b>		ii) Gender inclusive-report on assessed business training needs and recommendations  i) Provide recommendations for ensuring that the business training is gender-responsive and address gender-specific needs	
<b>Assignment</b>		To assist in analyzing gender-related information as part of the business needs assessment	
<b>Location</b>	Monrovia	<b>Duration</b>	20 Days

**BACKGROUND**

The EPA is Liberia's principal authority for environmental management. It coordinates, monitors, supervises, and consults with relevant stakeholders and sector Ministries, Agencies, and Commissions (MACs) on all activities related to protecting the environment and sustainable use of its natural resources.

The Government of Liberia (GoL), through the EPA and the United Nations Development Program (UNDP), and with funding from the Global Environmental Facility (GEF), received funding for the project “Enhancing Resilience of Vulnerable Coastal Communities in Sinoe County of Liberia (ERVCCS).” EPA is the project's Executing Entity. It is financed by a GEF Trust Fund grant and co-financed by UNDP and the GoL.

The project aims to build on existing projects to strengthen the resilience of vulnerable coastal communities and their livelihoods to the impacts of climate change, focusing on women and youths. Specifically, project interventions include 1) Strengthening Institutional Capacity for Climate Change Adaptation Planning, 2) Supporting Innovative Technologies for Climate Information and Communication Management, 3) Introducing Hybrid Adaptation Solutions, and 4) Supporting Resilient Livelihood Diversification through Training and Improved Access to Finance. The



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majority of the above interventions will target all coastal counties in Liberia. In contrast, hybrid adaptation interventions will be explicitly implemented in Sinoe County, one of the country's most vulnerable coastal counties.

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 Liberian communities' ecosystems 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 due to Sea Level Rise (SLR) and higher-intensity rainfall events. The vulnerability of communities and ecosystems occurs through I) inundation and consequent damage of coastal infrastructure, II) loss of fishery and agriculture-dependent livelihoods, III) decrease in stable income generation for coastal communities, IV) increase in conflict and competition over resources within communities, V) decrease in food and nutrition security, VI) increased risk of vector- and waterborne diseases through waterlogging, and VII) increased pressure on surrounding ecosystems to compensate for the reduced provision of services from coastal, wetland and mangrove ecosystems. In addition, the vulnerability of Liberia's coastal communities and their resilience to climate change, particularly in Sinoe County, is exacerbated by the limited capacity of GoL to provide essential services and adequate support for, among other things, water and sanitation, healthcare, utility-scale energy, and road infrastructure.

As a result, coastal communities in Liberia are threatened by damaging floods and erosion, both of which are increasing due to sea level rise and 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 nine coastal counties of Liberia face various socio-economic challenges that affect local businesses, particularly regarding gender dynamics in economic participation. Understanding how gender influences these dynamics is crucial for developing targeted interventions that promote inclusive growth. This Term of Reference outlines the role of a National Gender Expert tasked with analyzing gender-related information relevant to the business needs assessment in these counties.

In this regard, the EPA, through the ERVCCS Project Management Unit (PMU) requests expressions of interest from applicants interested in serving as National Gender Specialist to assist in analyzing gender-related information as part of the business needs assessment.

**OBJECTIVE**



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-The primary objective of this engagement is to ensure that gender considerations are effectively integrated into the business needs assessment, thereby supporting the development of inclusive business strategies. Specific objectives include:

- Analyzing the existing gender dynamics within the local business environment to understand the roles, challenges, and opportunities for diverse gender groups.
- Providing actionable insights and recommendations to inform the business needs assessment and subsequent interventions.

**DUTIES AND RESPONSIBILITIES**

The National Gender expert will perform the following tasks:

**1. Review of Existing Gender Data:**

- Analyze existing gender-disaggregated data and relevant reports to understand current economic roles and participation rates of different gender groups in the nine coastal counties.
- Identify gaps in existing data and highlight areas requiring further examination.

**2. Gender Analysis:**

- Conduct a thorough gender analysis to identify barriers that hinder economic participation and opportunities for different gender groups in the coastal business environment based on the data collected
- Assess the intersectionality of gender with other factors, such as age, education, and socio-economic status, to provide a nuanced understanding of local contexts.

**3. Reporting:**

- Prepare a detailed report summarizing the findings from the gender analysis, including key recommendations for integrating gender considerations into the business needs assessment and support programs.
- Contribute to the overall business needs assessment report to ensure that gender insights are reflected in the broader findings.



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**EXPECTED OUTPUTS AND DELIVERABLES**

The National Expert is expected to deliver the following:

1. A comprehensive analysis of gender-related data and literature concerning business needs in the coastal counties.
2. A report detailing the findings of the gender analysis, including identified barriers, opportunities, and specific recommendations for gender-responsive business support.
3. Contributions to the overall business needs assessment report to ensure integration of gender insights.

**NOTE: HARD COPIES OF THESE REPORTS SHOULD BE GLUE-BINDED USING GLOSSARY PAPERS**

**CONTRACT AND REPORTING REQUIREMENTS:**

The National Gender expert shall report directly to the PMU through the Project Manager under the supervision of the Energy and Environment Program Coordinator of the Environmental Protection Agency. Regular updates and meetings shall be held for effective collaboration and supervision.

The National Gender Expert to assist in analyzing gender-related information as part of the business needs assessment shall be recruited for 20 days 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**

An advanced degree in Gender Studies, Social Sciences, Economics, Development Studies, or a related field.

➤ **Experience**

- Proven experience in gender analysis, particularly in economic or business contexts.
- A strong understanding of gender dynamics, economic participation, and/or local business environments, preferably in Liberia or similar contexts.
- Excellent qualitative and quantitative data collection and analysis skills.
- Strong communication and facilitation skills, with experience engaging diverse stakeholder groups effectively.  
Strong understanding of the economic context of Liberia, particularly in coastal regions.
- Excellent facilitation, communication, and interpersonal skills, with a demonstrated ability to engage diverse audiences.



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- Experience working with local communities and understanding cultural sensitivities.

➤ **Competencies and skills**

- Must have at least 3-5 years of proven experience as a Gender expert with knowledge in Business Development;
- Must have worked on a UNDP, GEF, World Bank, or any mega-project sponsored by an international donor;
- Proven ability to develop and implement training programs for diverse audiences effectively.
- Experience working in West Africa or similar coastal environments is preferred

➤ **Competencies and Skills**

- Strong analytical and communication skills, with a demonstrated ability to engage stakeholders;
- Ability to identify stakeholders' needs and deliver them promptly and accurately;
- Tolerant, culturally sensitive, and knowledgeable in dealing with the local environment;
- Ability to work under tight timelines and minimum supervision but maximum productivity.

**SUBMISSION OF APPLICATION**

Interested candidates should submit a Cover letter, CV, Financial & Technical Proposal to the below address or by email at [maldonakarway1@gmail.com](mailto:maldonakarway1@gmail.com), indicating their suitability for the post. All interested candidates are to address their applications, containing both soft & hard copy to the following address:

**ATTENTION:**

**Maldona K. Karway**

**Procurement Officer**

**Enhancing the Resilience of Vulnerable Coastal Communities in Sinoe (ERVCCS)**

**Environment Protection Agency (EPA)**

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**Please indicate “National Gender Expert to assist in analyzing gender-related information as part of the business needs assessment” in the subject line.**

**\*Female candidates are highly encouraged to apply!**

The closing date for submission of applications is 4:00 PM on April 7, 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](http://www.mme.gov.lr) and can be found in local dailies.