

BARBADOS
Beryl Emergency Response and Recovery Project
Terms of Reference
MONITORING AND EVALUATION SPECIALIST

1. Context

The Government of Barbados has requested World Bank financing to support recovery from the destruction caused in July 2024 by Hurricane Beryl, the earliest Category 5 storm to form in the Atlantic. Beryl caused extensive damage to the south and west coasts, impacting the Bridgetown port and fisheries marina, severely affecting fisherfolk and their boats, and damaging key coastal areas and infrastructure. The development objective of the Beryl Emergency Response and Recovery Project is to (i) restore disaster-affected sectors, (ii) enhance climate-resilient infrastructure, and (iii) strengthen emergency preparedness and response capacity. A detailed description of the project is provided in Annex 1. To implement the project, Government is establishing a Project Execution and Coordination Unit (PECU) that will be hosted by the Ministry of Environment and National Beautification (MENB) and be led by a Project Manager.

After graduating in 1994, Barbados became eligible for International Bank for Reconstruction and Development (IBRD) financing again in 2024. Since 1994, the country has experienced high economic volatility and stalling development. In May 2024, the World Bank approved the request from the GoB to access IBRD financing considering: (i) the country’s vulnerabilities, which are exacerbated by the increasing frequency of climate-related disasters and global shocks; (ii) its lack of access to external capital markets on reasonable terms; and (iii) the need to strengthen key institutions for economic and social development. Between 1994 and 2024, Barbados received exceptional IBRD financing four times, twice for Investment Project Financing (IPF) projects and twice for Development Policy Financing. As a result, this Project is the first Barbados IPF loan since the last one closed in 2014.

2. Scope of Services

The position of Monitoring and Evaluation (M&E) Specialist is a contracted full-time staff position working on site at the PECU office in MENB and in the field. The M&E Specialist will report to the PECU Project Manager and liaise with project stakeholders and PECU staff to monitor Project performance to ensure that project development objectives are fulfilled. The consultant will also report on monitoring and evaluation indicators and provide capacity-building exercises in data analysis to improve monitoring and reporting of the different implementation entities under the project.

3. Duties and responsibilities

The M&E Specialist will be responsible for:

1. monitoring the implementation of the Project, as outlined in the Financing Agreement, Subsidiary Agreements, Project Appraisal Document and any other relevant documents, to achieve the relevant targets of the Project performance indicators;
2. establishing a sound monitoring system for the design and implementation of activities under Project;
3. designing and developing monitoring formats and templates for the timely and efficient monitoring of activities under the Project;

4. preparing a consolidated quarterly monitoring report of the key performance indicators of the Project to be shared with relevant implementing agencies, including the MFEI, MENB, BPI and the World Bank
5. Support project progress reporting, project mid-term review, and final evaluation.
6. Provide updates to the Results Monitoring Framework as specified in the M&E Framework.
7. Collect, consolidate and report on project performance data, including physical and financial progress.
8. Ensure surveys are being conducted as specified in the M&E Framework and report on the findings of the surveys.
9. Facilitate M&E-related training (of PIU staff and key stakeholders) including data analysis, capacity-building to improve monitoring and reporting.
10. Review and discuss assessment, evaluation, or monitoring results with the PECU and World Bank when required.
11. Prepare the draft Mid-Term Review Report and Project Implementation Completion Reports (ICR) at the end of the project life.
12. Collaborate with the World Bank in the design and implementation of any evaluations, policy analyses and studies.
13. Any other duties assigned by the Project Manager

4. Qualifications and Experience

Prospective candidates should have at minimum the following qualifications:

1. Master's Degree in Engineering, Mathematics, Statistics, Science, Education, Economics, Management, Accounting or a relevant discipline, and 10 years of work experience.
2. Prior experience in World Bank funded projects and/or emergency projects would be an advantage.
3. Ability to read and write English and produce project reports in English for regular and continuous presentations to World Bank staff.
4. Ability to deliver monitoring services as required by the project.
5. Ability to plan and monitor a project with complex and diverse activities.
6. Ability to promote stakeholders' participation and commitment for effective implementation long-term sustainability of the project.
7. Effectiveness in monitoring and resolving project implementation issues.
8. High level of computer literacy, including Word, Excel, statistical packages, email and the internet.
9. Strong communication skills and good interpersonal relations.

5. Reporting requirements

1. Initial Inception Report and Workplan detailing how the consultant proposes to perform the assignment tasks and submit required deliverables.
2. Annual reports with updated progress values on all indicators in the Results Framework;
3. Annual perception surveys as specified in the Result Monitoring Framework.
4. Mid-term review report that should be completed on or about twenty-four (24) months after the project effective date.
5. Final Report on M&E related targets, outcomes, and execution of the project shall be submitted no later than six months after the project closing date.

6. Training Needs Assessment and Training Plan.
7. Conduct at least two (2) M&E trainings.

6. Contract Duration

The contract will be two (2) years in the first instance and would be subject to extension until the end of the project based on satisfactory performance.

7. Remuneration

Remuneration will be commensurate with qualifications and experience.

8. Performance Evaluation

The M&E Specialist will be subject to evaluation of performance based on the Performance Indicators to be agreed upon engagement and listed in Annex 2.

ANNEX 1 – PROJECT DESCRIPTION

The Beryl Emergency Response and Recovery Project is composed of four components:

Component 1: Immediate Recovery from a Hurricane (\$43.5 million). This component will finance key recovery activities for the affected sectors and will have three sub-components as described below:

Sub-Component 1.1: Recovery of the Fisheries Sector (US\$28.5 million).

Financial assistance to repair and replace fishing vessels affected by Hurricane Beryl and propose a mechanism to compensate fisherfolks in the future (US\$10.55 million): The project will provide financial assistance to fisherfolk and related industry members impacted by the hurricane to repair or replace damaged fishing vessels and equipment. The financial support will have two windows: (1) grants to boat owners (up to US\$15,000) for 25 percent of the cost for repairs and (2) a combination of grants and loans for replacement of boats destroyed in the hurricane. The second window will be executed by a fiduciary agent. In addition, a concept for future sustainable support to fisherfolk affected by disasters, including insurance schemes, will be developed.

Rehabilitation of the marina and its coastal protection, as well as rehabilitation of landing facilities (US\$17.95 million): Rehabilitation of the Barbados Fisheries Marina, upgrading landing facilities, rehabilitating or building new coastal protection structures for priority landing sites, repair of fish markets at Oistins and Paynes Bay, and purchase of fish aggregating devices.

Sub-Component 1.2: Repair and rehabilitation of the Port (US\$7.5 million).

1. Activities include immediate debris clearance and small civil engineering works to ensure the structural integrity of the port facilities.

Sub-Component 1.3: Coastal protection and rehabilitation of landing facilities for fisherfolk (US\$7.5 million).

1. Six Men's Bay: Rehabilitation of the landing facility and coastal protection measures.
2. Paynes Bay: Coastal protection works for the road and rehabilitation of the beach area.

Component 2: Strengthening resilience for future events (US\$5.5 million). This component will finance activities to increase the resilience of Barbados by focusing on strengthening preparedness and response capacity of the National Emergency Management System (NEMS), as well as planning for resilient infrastructure for NEMS and BPI. This component will have two sub-components:

Sub-Component 2.1: Strengthening the Emergency Management Services (US\$1.75 million)

Activities under this sub-component aim to strengthen the preparedness and response capacity of the Department of Emergency Management, and include:

1. Improvement of the DEM management information system;
2. Resource enhancement and capacity building at the national and sub-national levels to enhance preparedness and response capacity, including of the District Emergency Organizations (DEOs) at local level;
3. Implementation of priority recommendations from the recently concluded National Disaster Preparedness Baseline Assessment and the ongoing Comprehensive Disaster Management Assessment;
4. Development of a national emergency shelter strategy and associated management guidelines.

Sub-Component 2.2: Studies and Support for the Port and Fisheries Infrastructure Resilience (US\$3.75 million)

Activities under this sub-component aim to build resilience to climate change and future catastrophic events of key infrastructure for the Bridgetown Port and the fisheries sector, as well as to foster economic development in the decades to come. Informed by the Government’s Vision Plan 2075 and the 2023 Port Masterplan, activities will develop climate-resilient feasibility studies and designs for a new fisheries port and development of the Bridgetown Port, which will include climate-smart and Build Back Better considerations. Activities include feasibility and/or market studies for a:

1. Transshipment hub connecting Latin America and Africa
2. Dry-dock facility
3. Enhancing local boat building and repair capacities
4. New fisheries port

Component 3: Contingent Emergency Response Component (CERC). A zero-dollar component will allow the Government to reallocate uncommitted funds from other components for immediate use during an eligible emergency.

Component 4: Project management (US\$5 million). Funds for project management, including hiring of experts/consultants on procurement, financial management, environmental and social safeguards, monitoring and evaluation, and communication, as well as audits and other incremental operating costs per World Bank regulations.

ANNEX 2 –PERFORMANCE INDICATORS
M&E SPECIALIST

	Performance metric	Complied ¹	Rating ²

¹ Yes, No or N/A

² 5 - Outstanding, 4 – Good, 3 – Satisfactory, 2 – Moderately Satisfactory, 1 - Unsatisfactory