

TERMS OF REFERENCE
(Individual Contract Agreement)

Title: Senior Environmental Engineer

Project: Health Facilities Assessment and Design (8No) and Rehabilitation (3No)

Duty Station: Freetown, Sierra Leone

Section/Unit: AFR GMCO - Infrastructure Unit

Contract Level: ICS 11 / LICA

Supervisor: Infrastructure Specialist/Project Manager

1. General Background

United Nations Office for Project Services (UNOPS) Ghana Multicountry Office (GMCO), located in Accra, Ghana is responsible for projects in Anglophone West Africa, covering Ghana, Gambia, Liberia, Nigeria and Sierra Leone. GMCO is responsible for managing strategic and operational risks associated with a subset of the regional portfolio of engagements, developing and delivering cost effective services contributing to partners' sustainable results and achievements of UNOPS management results.

UNOPS has been established in Sierra Leone since 2000 and currently has 55 personnel in country, operating out of 3 main locations – in Freetown and the other district Field Offices.

During the last 15 years, UNOPS has delivered a variety of infrastructure projects nationwide, particularly in the fields of health and security infrastructure, and has procured a variety of vehicles, non-medical health related items and medical equipment.

The **Senior Environmental Engineer** is part of the Infrastructure/ Engineering Team, with Primary Supervisor (Infrastructure Specialist) based in GMCO and direct reporting line to the Project Manager on the day-to-day operations of the Project. He/she is expected to meet and exceed the organization's performance and delivery goals.

2. Purpose and Scope of Assignment

The Government of Sierra Leone (GoSL) embarked on a series of improvements in the health sector in 2010 through the National Health Sector Strategic Plan (NHSSP). With the launch of Free Health Care Initiative (FHCI) in 2010, GoSL took an ambitious approach to reducing financial barriers by introducing health care systems strengthening across all pillars (Governance, Communications, M&E, Drugs and Medical Supplies, Infrastructure, Health Workforce, and Financing). The FHCI was found to be one important factor contributing to improved health care, in particular to coverage and equity of coverage of essential services for mothers and children.

GoSL is committed to advancing such an approach to help ensure that people get affordable, quality health care in the country. In support of this initiative, the Government of Sierra Leone has been working with its development partners in implementing interventions under the Performance Based Financing (PBF) Scheme, aimed at achieving SDG targets by 2030, reduce the global maternal mortality ratio, end preventable deaths of newborns and children under 5 years of age. The Performance Based Financing was launched in Sierra Leone in April 2011, to strengthen the Free Health Care Initiative. Between 2011 and 2016, the GoSL, through the Ministry of Health & Sanitation (MoHS) implemented a nation-wide "National Performance Based Financing" scheme.

In support of the Ministry of Health & Sanitation of the Government of Sierra Leone and to strengthen its capacity in the provision of healthcare services, the World Bank Group (WBG), through the PBF scheme, intends to improve the existing infrastructure of eight (8) health facilities in the District of Kailahun before scaling up nation-wide.

The **Senior Environmental Engineer** will be responsible for coordinating, planning, organizing, analyzing, and reporting on the Environmental aspects of the Project. This will include undertaking relevant screening and assessments, designing appropriate enhancements and mitigation measures, and monitoring to ensure the effective implementation of the recommendations for sustainable results. The **Senior Environmental Engineer** will also be required to respond to other related tasks that will be assigned in response to the Country Office needs.

3. Functional Responsibilities

i. Technical

- Undertake research with the objective of satisfying UNOPS and National Environmental Protection and safeguard requirements as well as International Standards as applicable
- Complete Social and Environmental screening
- Define scope of Environmental study to be undertaken as recommended by the Screening
- Carry out Environmental and Social Review or Impact Assessment
- Source and present baseline information on the environment in the project areas, including the physical, biological and socio-economic conditions
- Design and implement a consultation process to facilitate effective stakeholders' participation and involvement of community to ensure sustainable solutions
- Identify need for technical assistance to communities, service providers and public-sector to respond to the impact of implementation of mitigation measures
- Analyse, Design and Recommend effective and efficient enhancement/mitigation measures
- Suggest activities which contribute to sustainable development of the concerned areas, considering in particular waterborne diseases, HIV/AIDS, community health, education and food security
- Deliver Environmental and Safeguard Report and implementable environmental and social management plan
- Secure relevant Sierra Leone Environmental Protection Agency Permit to proceed with Works
- Develop appropriate budgets and schedules to facilitate the implementation of the environmental impact mitigation program
- Provide input into the tender documents (Drawings, BoQ, Technical specification and Standards) with particular focus on the environmental aspects
- Monitor Construction works to ensure the compliance with proposed solutions
- Adhere to UNOPS HSE Policies, guidelines and requirements whilst collaborating with Project Team towards the deliverables/outputs as stated

ii. Reporting

- Raw and analysed data presented in a format that can be interrogated for sufficiency and accuracy
- Photos, sketches or marked up drawings to support data
- Final Report and plans of findings and recommendations
- Produce any other relevant documentation as required by the Project Manager

iii. **Monitoring and control**

The Senior Environmental Engineer shall work diligently with the team in Sierra Leone in meeting the below checkpoints to assure the deliverables of the assignment are on time and to the desired quality. Specific duties and responsibilities may include, but are not limited to:

- An Inception Report describing among other things, the scope of Environmental study and approach and standards to which assessment is to be carried out.
- Record of stakeholder Management activities carried for the purpose of obtaining relevant information and confirming assessment requirements, standards and best practice
- Submission of Final Report detailing the sites assesses, analysis and recommendations
- Undertake additional tasks as required by Project Manager

iv. **Knowledge sharing**

- Contribute to the project evaluation process; highlight challenges associated with the project and feedback into a continuous improvement cycle.
- Provide training and knowledge transfer where required
- Contribute to the dissemination and sharing of best practices and lessons learned for development planning and knowledge building

4. Impact of Results

The effective and successful achievement of results by the **Senior Environmental Engineer** directly impacts the successful delivery of the project on time, budget and above all the expectations of all stakeholders. This consequently reinforces the visibility and image of UNOPS as an effective service provider in project services and management and strengthens its competitive position as a partner of choice in sustainable development and project services.

5. Qualifications and Experience:

A. Education:

- Advanced university degree (master or equivalent) in Environmental Sciences or Engineering is required.
- University Degree (bachelor's degree / first level) in Environmental Sciences or Engineering with two (2) additional years of relevant work experience will be accepted in lieu of the educational requirement outlined above.

B. Work Experience:

- A minimum of seven (7) years' experience with at least five (5) years of specific experience in relevant Environmental Sciences/Engineering and Social safeguard field is required
- A minimum of four (4) years' experience in Disaster Risk Management related Work field is an advantage

C. Language:

- Fluency in English is required.
- Knowledge of Krio and/or other local languages is an advantage.

D. Key Competencies:



Develops and implements sustainable business strategies, thinks long term and externally in order to positively shape the organization. Anticipates and perceives the impact and implications of future decisions and activities on other parts of the organization. **(Applicable only for levels ICS-10 and above)**



Treats all individuals with respect; responds sensitively to differences and encourages others to do the same. Upholds organizational and ethical norms. Maintains high standards of trustworthiness. Role model for diversity and inclusion.



Acts as a positive role model contributing to the team spirit. Collaborates and supports the development of others. **For people managers only:** Acts as positive leadership role model, motivates, directs and inspires others to succeed, utilising appropriate leadership styles



Demonstrates understanding of the impact of own role on all partners and always puts the end beneficiary first. Builds and maintains strong external relationships and is a competent partner for others (if relevant to the role).



Efficiently establishes an appropriate course of action for self and/or others to accomplish a goal. Actions lead to total task accomplishment through concern for quality in all areas. Sees opportunities and takes the initiative to act on them. Understands that responsible use of resources maximizes our impact on our beneficiaries.



Open to change and flexible in a fast paced environment. Effectively adapts its own approach to suit changing circumstances or requirements. Reflects on experiences and modifies own behaviour. Performance is consistent, even under pressure. Always pursues continuous improvements.



Evaluates data and courses of action to reach logical, pragmatic decisions. Takes an unbiased, rational approach with calculated risks. Applies innovation and creativity to problem-solving.



Expresses ideas or facts in a clear, concise and open manner. Communication indicates a consideration for the feelings and needs of others. Actively listens and proactively shares knowledge. Handles conflict effectively, by overcoming differences of opinion and finding common ground.

E. Skills and Certifications**Certifications**

- Project Management certification (PRINCE2® Foundation, PMP) is desirable.
- Active membership in a professional Environmental or Engineering body will be an added advantage.

Project Management Skills

- Environment (Safeguards) and Social Management
- Sustainable development
- Stakeholder Management
- Knowledge Management
- Quality Management
- Reporting
- Capacity Building

Contextual Skills

- Experience in Infrastructure in developing country context
- Data Analysis and Interpretation

Project Authority (Name/Title):		Contract holder (Name/Title):	
Signature	Date	Signature	Date