



Terms of Reference:

JOB TITLE: Coordinator - Planning, Monitoring, Evaluation and Learning (PMEL) in Africa initiative

Reporting Line: Leader, FLR in Africa initiative

Work Station/ Location: Tanzania

Contract: 2 years, initially

Grade: 51

Background

The “Forest Landscape Restoration (FLR) in Africa initiative” is part of WWF’s Global Forest Practice, which is striving to create a world enriched by extensive, intact, and resilient forest landscapes benefiting people, nature and climate, in partnership with global, national and local actors.

The goal of the initiative, which is hosted by WWF Tanzania Country Office, is to support and enable African governments in Central and East/Southern Africa¹ to deliver their AFR100² commitments in a just way that promotes sustainable livelihoods for local people and biodiversity conservation, with landscape restoration underway in 13.5 million hectares of degraded land and deforested landscapes by 2027. Currently the initiative is active in 9 countries - Cameroon, DRC, Kenya, Tanzania, Madagascar, Mozambique, Uganda, Zambia and Zimbabwe.

The initiative is structured around 3 pillars:

1. Enabling policy, governance and institutional frameworks: WWF is effectively engaged in AFR100 promoting enabling policy and institutional frameworks for FLR in the nine countries generating large-scale restoration opportunities and investment;
2. Promoting Finance and Market Mechanisms: Business models, financial mechanisms, and related opportunities are created in at least 7 countries that restore degraded and deforested landscapes, improve local livelihoods and enable wildlife habitat connectivity;

¹ Cameroon, Democratic Republic of Congo (DRC), Madagascar, Mozambique, Kenya, Tanzania, Uganda, Zambia and Zimbabwe

² [AFR100](#) - the African Forest Landscape Restoration Initiative - is a country-led effort to bring 100 million hectares of land in Africa into restoration by 2030.

3. Delivering AFR100 commitments on the ground, at scale: Transformational implementation of AFR100 commitments in the 9 initiative countries is catalysed by WWF and partners through a landscape approach and a regional movement.

The role:

The overall role of the Coordinator - Planning, Monitoring, Evaluation and Learning (PMEL) - is to support and coordinate the planning, monitoring and evaluation, and learning and reporting of FLR programmes and activities in priority landscapes in the 9 countries to accelerate, and scale-up the implementation of FLR and conservation related solutions. This will be achieved in close cooperation with the 9 FLR participating countries' Focal Points, (P) MEL Leads and colleagues from the relevant WWF country offices and local partners/stakeholders, along with the Forest Practice Core Team ('plus'), the WWF Africa regional impact team, and other relevant WWF country, and National offices. Specifically, the incumbent will:

- Coordinate with, and provide support to relevant FLR focal points, landscape coordinators within the initiative, and key offices to ensure that consistent and integrated PMEL approaches are developed across WWF offices to deliver on the goals of the FLR in Africa initiative;
- Work with the FLR focal points, finance officers and the resource mobilization (RM) team to keep the portfolio of FLR landscapes within the initiative up-to-date in the agreed format in terms of status of project financial implementation and/or outstanding funding needs, and a synthesis ready to be shared/presented at short notice;
- Work closely with the MEL leads in the 9 countries to ensure the Initiative's priorities are well linked with the country strategies and are being adequately reported;
- Represent FLR in Africa in WWF network processes, including a particular focus on integration of the initiative's work with other relevant WWF Practices, and their related initiatives through cross practice collaboration;
- Manage, update and maintain the Initiative's PMEL system;
- Ensure monitoring, evaluation and timely reporting of the initiative results (successes, best practices and impacts, and other learning areas);
- Coordinate and contribute to internal learning and knowledge management by routinely and consistently collecting, maintaining and sharing key experiences and lessons learnt, organizing reviews and reflection sessions, and working with the communication teams in the FLR participating countries.

Major Tasks:

- Supports the initiative Leader, and country focal points in the maintenance and updating of the FLR in Africa initiative PMEL framework;
- Coordinates learning and knowledge sharing across the 9 FLR implementing countries,
- Facilitates mid-term and final reviews of the initiative program as may be required,
- In collaboration with the initiative implementation core team, facilitates the annual planning and reflections sessions for the initiative,
- Engages with relevant landscape coordinators within the scope of the initiative and the 9 FLR country offices to guide and assist them to align with, contribute to, and provide support needed to achieve the initiative's goals;
- Coordinates the development of the (existing) initiative PMEL frameworks and yearly work plan with the identified points of contact in each of the nine country offices to track delivery and report against FLR in Africa's identified objectives and intermediate results (in accordance with the WWF Project and Program Management Standards (PPMS) and with Miradi software);

- Prepare regular data analyses of data collected through the monitoring plan with country office points of contact to assess progress towards key outcomes, and areas for improvement;
- Coordinates the production of synthesized quarterly updated reports (suitable for both internal, and external audiences) on the status of implementation and delivery towards the 3 initiative pillars, objectives and related interim results;
- Supports the initiative team to align implementation work plans with policies and procedures regarding W W F's Environmental and Social Standards Framework (ESSF);
- Support or lead capacity building of initiative's relevant staff and PMEL colleagues as needed.
- Advice on data collection, management, analysis tools and system to increase efficiency of collecting, analysing and sharing data and results

Other duties as assigned by supervisor

Working Relationships:

Internal:

- Is a member of the FLR in Africa initiative implementation team and works closely with all other members;
- Works closely with the Forest Practice Core Team +, and FLR ACAI³, the W W F Africa regional impact team, as well as other relevant initiatives/ ACAIs in Africa, which includes across Practices;
- Ensures collaboration with the wider Forests Community and acts to facilitate integration between the initiative team and the country and National Offices via their focal points and their forest programmes.
- Regional PMEL Community of Practice and Global Learning and Adaptive Management Group

External:

- Under the direction of the Initiative Leader, may engage with some partners, such as RESTOR and AFR100, and occasionally some donors to the initiative.

Qualification, skills and experience needed:

Required

- Minimum Bachelor's degree in Natural Sciences, Economics or Natural Resources Management, Forestry/ Forest Economics or Forest Biology. Master's degree in relevant fields will be an added advantage;
- At least 5 years working experience in planning, monitoring, evaluation and learning relating to natural resources management initiatives and/or project cycle management;
- Knowledge and experience in the use of conservation standards and or equivalent such as Project and Program Management Standards (PPMS) will be an added advantage;
- Strong analytical skills including analysis of both qualitative and quantitative data and experience in use of information management systems;

³ Area of Collective Action & Innovation

- A high level of computer literacy and knowledge of standard computer software packages such as Word and Excel. Knowledge of databases (Access); GIS software, particularly the Arc suite and socio-economic data analysis software such as SPSS and digital monitoring platforms such as RESTOR, and also Miradi would be an added advantage;
- Proven ability to work independently and deliver high quality, timely outputs; and with excellent interpersonal skills and good teamwork spirit;
- A high level of oral and written fluency in English. Fluency in French, Portuguese, Kiswahili will be an added advantage;

Advantageous

- Experience in ecological and/or socio-economic monitoring or research, including of miombo woodlands or mopane, coastal forests habitats and/or household socio-economics, and/ or community knowledge, attitudes and practices etc.
- Willingness to participate in field activities and travel to remote areas within the region
