



**NATIONAL ENVIRONMENT AGENCY**  
**Gambia Environment House, Jimpex Road**  
**Kanifing, PMB 48, The GAMBIA**

**Tel: (220) 4399422, 4399423**

**Fax: (220) 4399430**

**Email: [nea@gamtel.gm](mailto:nea@gamtel.gm) Website: [www.nea.gm](http://www.nea.gm)**



## VACANCY NOTICE

Applications are invited from suitable qualified candidates to fill the following vacant position at the National Environment Agency.

---

<b>Office/Unit/Project</b>	National Environment Agency (NEA)
<b>Functional Title</b>	Monitoring and Evaluation Officer (UPOPs)
<b>Duty station (City and Country)</b>	Banjul, The GAMBIA
<b>Type (Regular or Short term)</b>	Regular
<b>Office- or Home-based</b>	Office
<b>Expected starting date</b>	1 <sup>st</sup> October, 2023
<b>Expected Duration</b>	12 Months

### Project Description

It is well known that the exposure to Persistent Organic Pollutants (POPs) can lead to serious health effects including certain cancers, birth defects, dysfunctional immune and reproductive systems, greater susceptibility to disease, and damages to the central and peripheral nervous systems. The Stockholm Convention on POPs has been established based on the consideration that, given the long-range transportation of POPs, no one government acting alone can protect its citizens or its environment from POPs.

PCBs are among the most toxic POPs listed in the Stockholm Convention. The so-called dioxin-like PCBs are characterized by a toxicity and environmental persistence that is very similar to that of dioxins. Based on the re-assessment of scientific evidence, PCBs have recently been re-classified as class 1 carcinogens by the International Agency for Research of Cancer (IARC- WHO). Although PCBs were mostly used in closed systems, like transformers and capacitors, very often such equipment is recycled at the end of its operational life and the PCB oil contained therein can be either directly disposed of in the environment, recycled, or even sold as fuel oil.

Release of uPOPs (PCDD/F, HCB) from the improper management of municipal and hazardous waste (e.g. through open burning and low-technology incineration) is also widely recognized as a global problem, which may only be addressed by adopting a holistic approach involving the full life-cycle of materials and substances. One of the main sources of uPOPs releases (as well as releases of other toxic compounds) is the open

burning of waste, including at landfills. Reducing releases of uPOPs from this source requires an approach based on a few factors, such as a reduction of the amount of waste generated, proper segregation of waste, reuse and recycling whenever possible, and adoption of proper disposal technologies.

### **Scope of Work**

- Providing technical support and guidance to the establishment, maintenance and analysis of project monitoring and evaluation systems
- Develop Monitoring and Evaluation Plan for project.
- Providing support in the use of Atlas for monitoring and reporting
- Lead and/or participate in assessments, studies, surveys, and other related activities, including joint assessments.
- Contribute to evaluation processes, including drafting of terms of reference, participation in selection of consultants if required, and on data analysis.
- Identify gaps (if any) and make recommendations for improvements in project implementation process.
- Collect and consolidate the progress of the project against targets of Work Plan and Indicators of Logical Framework.
- Analyze the impact of projects and promote learning by documentation of best practices.
- Compile and analyze data relevant for decision making and/or prepare corporate reports (Standard Project Reports, Project Planning Information Format, etc.).
- Contribute to submission of timely reports by partners and UNDP at all levels of the decision-making structure.
- Assist the Project Management Unit or the Monitoring & Evaluation Unit in the preparation and/or updating of the Procedures Manual relating to monitoring and reporting, ensuring compliance with UNDP's policies.
- Organize and conduct periodic visits to project sites; and

### **Required Skills and Competencies**

- **Innovation** - *Ability to make new and useful ideas work.*
- **People Management** - *Ability to improve performance and satisfaction.*
- **Communication** - *Ability to listen, adapt, persuade, and transform.*
- **Delivery** - *Ability to get things done while exercising good judgement.*
- **Leadership** - *Ability to persuade others to follow.*

### **Desired additional skills and competencies**

- Knowledge and skills in project analysis, monitoring and reporting.
- Initiative and able to work with minimum supervision.
- Possess team spirit.
- Prepared to travel frequently to remote project sites within the country.
- Ability in utilizing computers, including word processing, spread sheet and other software packages, data base management.
- Demonstrated data collection and analytical writing skills.
- Good interpersonal skills, proficient in interacting with Government officials, with international organizations and grassroots level community members.

### **Required Language(s)**

Fluent in English and at least two of the main national languages of the country.

### **HOW TO APPLY**

All application materials (CV, Covering letter and relevant certificates) to be sent to [nea@info.gm](mailto:nea@info.gm) and copied to [mariamsock@gmail.com](mailto:mariamsock@gmail.com) not later than September 08, 2023.

Please note that only shortlisted candidates will be contacted.