

Terms of Reference (ToRs)
Institutional Development Specialist
Sindh Resilience Project (PDMA Component)
Provincial Disaster Management Authority (PDMA)

Introduction

The geographic location and climatic conditions of the Province of Sindh render it vulnerable to various natural disaster incidents. These include floods (urban, riverine and flash floods), cyclones, earthquakes, heat waves, droughts, wind storms, tsunamis and sea intrusion. In addition, the geography, topography, nature of economy, rapid urbanization and high population levels exacerbate Sindh's vulnerability to natural disasters. Massive damages and losses could have been largely averted or reduced if Disaster Risk Management (DRM) approaches had been enacted by the Government and Disaster Risk Reduction (DRR) measures had been integrated into physical, social and economic development.

Since the late 1990s, there has been increasing recognition of the need to focus on disaster risk reduction and capacitating Disaster Management Authorities by both government and development partners. Pakistan has a comprehensive National Disaster Management Plan (2013-2022) that places capacity building of DMAs high on the agenda. With the financial support from the World Bank, PDMA Sindh is implementing a five years project, titled "Sindh Resilience Project". The project aims to strengthen Government of Sindh's capacity to manage risks from natural disasters and climate change, and to improve resilience of communities and economic assets in the province to flood and drought events.

Accordingly, a qualified and experienced Institutional Development Specialist (IDS) is required to provide support to the Project Management Team, in building the coordination and monitoring capacities of PDMA, DDMA's & other line departments. The objective of engaging the services of an Institutional Development Specialist is to provide technical support to Project Consultants / Consulting firms, in the formulation of the Medium-term and Long-term Institutional Development Plan within the context of Sindh Resilience Project (PDMA-Component).

Responsibilities and Duties

- Take the lead in the processing and analysis of the data generated from different studies under Sindh Resilience Project (PDMA Component), especially Capacity Assessments & Capacity Building Programs;
- Provide support in designing and implementation of Capacity Building & Training Program for Provincial & District Disaster Management Authorities' Staff under Sindh Resilience Project (PDMA Component);
- Coordinate and oversee Capacity Building activities along with concerned specialist(s);
- Coordination of project training activities for PDMA / DDMA staff;
- Work closely with Project Consultants and Consulting Firms to ensure project deliverables are met timely and efficiently;
- Coordination / Supervision of institutional strengthening activities at the provincial / district level;
- Plan and coordinate administrative procedures and systems and devise ways to streamline processes;
- Oversee administrative tasks, or any other assignment as needed to meet the overall purpose of the Sindh Resilience Project (PDMA Component).

Reporting

The Institutional Development Specialist shall report to Project Director at PDMA Sindh, based in Karachi.

Qualification and Experience

- a) An advanced degree (16 years of education) in a suitable discipline, preferably in Social Sciences, from a recognized and reputable university, and having computer skills;
- b) Minimum of Five (5) years of experience in development field with at least two years in disaster management related institutions / projects. Candidate with working experience in donor funded projects will be preferred.

Compensation

- Market competitive salary (lump-sum with no other benefits) based on qualification and experience will be offered.

Contract Duration

The Specialist is expected to commence services initially for one (1) year.

Selection Method:

An individual will be selected in accordance with process stipulated in Section V of "Selection and Employment of *Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers (January 2011)* (Revised July 2014).