



## TERMS OF REFERENCE

- A. **Job title:** GIS expert for preparing the inputs on biodiversity for the Spatial Plan of Montenegro until 2040 and other spatial planning processes in Montenegro
- B. **Type of position:** Local consultant
- C. **Duty Station:** Home based and Podgorica, Montenegro
- D. **Contract type:** Individual Contract (IC)
- E. **Duration of appointment:** 1 July 2023– 15 December 2023 (45 consultancy days)
- F. **Deadline for application:** 20 June 2023

## I Background

The project “Biodiversity mainstreaming into Sectoral Policies and Practices and Strengthen Protection of Biodiversity Hot-spots in Montenegro” is geographically focused on the Key Biodiversity Areas (KBAs) of Montenegro and includes various types of interventions and involves both ecosystem protection and work with production sectors, such as tourism, agriculture and forestry.

The Component 1 of the proposed project deals with the management constraints associated with the Protected Areas (PA's) estate and unprotected biodiversity hot-spots. The project will provide for the improved management of the pilot PA's in order to ensure compliance with the international requirements for protection of valuable biodiversity within the KBAs and other international biodiversity hot-spots. Through spatial planning instruments, the project will promote concrete solutions for valuable and threatened biodiversity conservation outside the PA's.

The Component 2 targets the productive landscape outside PA's and in the vicinity of KBA's, where the project will address the sectoral threats to biodiversity via mainstreaming biodiversity-friendly practices and adjust the sectoral development scenarios for tourism, agriculture and forestry to take into account the potential impact on biodiversity.

The project will offer assistance to the Government in developing best practice standards for sustainable tourism and nature-based biodiversity-friendly tourism and support the small-scale tourism business development towards the more offerings of biodiversity-sensitive nature-based products. For the forestry sector the project will offer best-practice standards for mainstreaming biodiversity - friendly forestry practices, will assist the Government with



support and services for private forest owners, and help promote biodiversity – positive entrepreneurship in forestry. For the biodiversity mainstreaming in agriculture, the project will support the Government with the introduction of agro-environmental incentives and piloting of agro-environmental measures.

The task under this Terms of Reference falls within the *Component 1 Outcome 2 - Biodiversity conservation arrangements in place for the biodiversity hot-spots outside the PAs*, through which biodiversity conservation considerations should be mainstreamed at the national scale through spatial planning framework, through providing relevant inputs on the distribution of protected areas and key biodiversity, as well as proposed protection measures that the future land use should take into consideration.

## **II Objectives of the assignment:**

The overall objective of the assignment is to provide a georeferenced database able to inform on the spatial distribution of nationally and internationally important biodiversity and protected areas as an input for the Spatial Plan of Montenegro until 2040 and other spatial planning processes in Montenegro.

These inputs will consist of maps in digital format on the distribution of key species and habitats (selected on the basis of their protection status and representativeness), corridors, the existing and envisaged protected areas as well as other information of relevance for spatial planning that takes into consideration biodiversity and its protection. Data necessary for the GIS database development will consist of the existing information from the published peer-reviewed and grey literature, national statistical and other databases, outputs of the ongoing projects such as the mapping of Natura 2000, as well as from consultations with the relevant national stakeholders. The engagement does not envisage creating new data through fieldwork.

The GIS expert will work as part of the team of engaged national experts (on species and on habitats), who will provide expert inputs for spatial mapping, and is expected to formally consult with stakeholders from relevant national institutions. The GIS expert will work closely with the project's Chief Technical Specialist for purposes of quality assurance and harmonisation of the database development with other processes within the Project.



Development of the spatial information will be linked with an ongoing process of the spatial plan development, and the engaged expert is expected to communicate with the team working on the preparation of the spatial plan.

### **III Job content**

- Desk top research into the relevant documents and databases to identify and extract data on the protected and representative species and habitats and their spatial distribution, biodiversity corridors, existing and planned protected areas, existing or indicative areas of high biodiversity values (hotspots), all with appropriate referencing (in relation to species conservation status, protected area designations etc), in cooperation with the engaged species and habitats experts and through consultations with relevant institutional experts;
- Gather and assess the most up to date geospatial datasets on biodiversity in Montenegro;
- Prepare the georeferenced database compatible with QGIS on the spatial distribution of key biodiversity elements, for which different layers should be prepared (key species/taxa's extent of occurrence, important habitats, corridors, existing and planned protected areas), with appropriate attributes (conservation and legal protection status, endemism, threats, uses, representativeness and others that will be determined upon the engagement through consultations with the project team, other engaged experts and stakeholders);
- Produce a set of GIS displays and maps that will enable users to easily identify the spatial distribution of key biodiversity and protected areas;
- Support the process of formulation of inputs in the narrative form on the spatial distribution and protection measures of key biodiversity for the Spatial Plan of Montenegro until 2040, in coordination with other engaged national experts. These inputs should provide clear guidelines on the distribution of key biodiversity elements and the appropriate protection measures, which should guide future land use through spatial planning;
- Participate in and report on the consultations with the stakeholders from relevant national institutions in order to obtain relevant inputs, verify the georeferenced database outputs and finalise the database based on the obtained feedback, and
- Formulating briefs and inputs for the Project Implementation Unit.

### **IV. Expected deliverables:**

- A proposed structure of the spatial database with relevant attributes, which will be verified with other national experts, stakeholders and the Project Implementation Unit



- A database compatible with QGIS containing point and shape files on the spatial distribution of key biodiversity elements and protected areas, existing or indicative locations of high biodiversity value (hotspots), prepared in cooperation with the national experts on species and habitats;
- Reports on stakeholder consultations (at least two), prepared in cooperation with the engaged species and habitats experts;
- A brief of the results with easy to use maps, and
- Together with the species and habitat experts prepare the narrative report on key biodiversity elements as an input for the spatial planning process

The Consultant is expected to report to the Project Manager and Chief Technical Specialist on a weekly basis through phone calls, e-mails, and in person and online meetings.

The Consultant will submit all the agreed contract deliverables in electronic form, in the appropriate file formats.

## **V Timeframe:**

The assignment should be implemented in 45 working days within the period of 1 July 2023 – 15 December 2023.

## **VI Competencies:**

- Demonstrates integrity and ethics;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Ability to perform results-based management and reporting;
- Builds strong relationships with stakeholders, focuses on impact and result for them;
- Responds positively to feedback;
- Consistently approaches work with energy and a positive, constructive attitude;
- Excellent communication skills and capacity to compose clear and readable narrative reports both in English and local language;
- Demonstrates ability to manage complexities and work under pressure;
- Conflict resolution skills;
- Excellent organizational and time management skills;
- Shares knowledge and experience;
- Ability to perform a variety of standard tasks related to Results Management, including collecting of documentation, data entering, preparation of revisions, filling, provision of information;



- Ability to work independently and in a team.

#### **VII Qualifications and expertise:**

- Bachelors' degree, preferably in the fields of biology/ecology, environmental sciences or natural resource/environmental management. Higher level degree will be considered an asset;
- A minimum of 5 years of professional experience in spatial mapping especially in projects associated with nature protection or landscape management;
- Demonstrated experience in using GIS as an analytical tool will be considered as strong advantage;
- Proficiency in using a variety of GIS software;
- Demonstrated knowledge of biodiversity taxonomy, key ecological concepts and protected areas;
- Understanding of nature protection, sustainable development and associated issues;
- Experience in working with Natura 2000, IUCN Red lists and other relevant international processes related to nature protection will be considered a strong asset;
- Previous experience with international projects in the area of biodiversity and environmental protection will be considered a strong asset;
- Experience in working with Government entities is preferred, and
- Demonstrated knowledge of English language (writing, speaking and reading)

#### **VIII Application procedure:**

Candidates must submit their applications, via email to the following email address [nebojsa.banicevic@mepg.gov.me](mailto:nebojsa.banicevic@mepg.gov.me) i [nbanicevic@gmail.com](mailto:nbanicevic@gmail.com) clearly specifying the job for which the candidate is applying for.

For the application to be valid, the following needs to be provided:

- A Curriculum vitae CV (Europass format is preferred);
- Filled in reference form (Annex 1)
- A signed declaration (Annex 2).

Applications must be delivered/drafted in English. Incomplete applications will not be taken into consideration. Applications must be sent by email no later then 20 June 2023, 13h CET. Only shortlisted candidates will be contacted for the interviews.



Montenegro  
Ministry of Ecology,  
Spatial Planning and Urbanism

Address: IV proleterske brigade 19  
81 000 Podgorica  
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The Project Implementation Unit reserves the right to request additional documentation and to schedule a written test for candidates, should they deem necessary for the evaluation process.

Term of reference approved by:

Name and title: Tamara Brajović, National Project Director

Signature: 

Date: 5 June 2023