

TERMS OF REFERENCE

- A. **Job title:** National Expert for Reporting on the Implementation of the Montenegrin Climate Change Strategy 2030 (aligned with MRV-E framework)
- B. **Type of position:** National consultant
- C. **Duty Station:** Home based and Podgorica, Montenegro
- D. **Duration of appointment:** 10th October – 10th November 2025 – 20 of working days
- E. **Contract type:** Individual Contract (IC)

I. Background:

The *Strengthening Montenegro's Nationally Determined Contribution and Adaptation Activities Transparency Framework (CBIT)* project represents an important opportunity to enhance Montenegro's capacities to meet new international obligations to monitor, report, and verify climate change-related actions. In addition to supporting Montenegrin institutions in fulfilling transparency requirements under Article 13 of the Paris Agreement, the project will also contribute to strengthening institutional and regulatory frameworks in line with the European Union's Monitoring Mechanism Regulation for Greenhouse Gas Emissions and the Emissions Trading System. At the same time, Montenegro remains committed to implementing its *National Climate Change Strategy until 2030 (NSCC 2030)* and the corresponding Action Plan, which define national priorities for greenhouse gas mitigation, climate change adaptation, and EU acquis alignment. To meet these commitments, Montenegro must regularly prepare progress reports on the implementation of the Strategy, in accordance with national reporting guidelines as well as UNFCCC and Paris Agreement transparency requirements. Strengthening monitoring, reporting, verification, and evaluation (MRV-E) systems is therefore crucial for tracking implementation, improving transparency, and ensuring compliance with both international and EU obligations.

Within this framework, the Ministry of Ecology, Sustainable Development, and Northern Region Development is seeking a qualified expert to prepare a comprehensive report on the implementation of the NSCC 2030 for period 2022-2024, aligned with the MRV-E framework, during October – November 2025.

II. Duties and Responsibilities:

Objective of the assignment:

To prepare the official Implementation Report of the National Climate Change Strategy until 2030 for the period 2022-2024 with recommendations, ensuring consistency with national reporting guidelines, MRV-E principles, and international transparency requirements.

Under the direct supervision of the Project Director and Project Manager, the expert will be responsible for the following:

Analysis and Review

- Review all relevant national strategies, action plans, sectoral policies, or reports related to climate change;
- Collect and analyze data from relevant institutions, stakeholders with focus on the following sectors: energy, industry, agriculture, forestry, waste, water management and other relevant sectors;
- Update on EU climate policy requirements relevant for MNE and EU integration process as given below in the structure of the report.

Preparation of the Report

Draft a comprehensive report covering:

- Summary of activities and overall level of implementation of the Strategy and Action Plan.
- Overview of institutional, legal, and policy developments, including updates on EU climate policies and targets.
- Overview of implemented obligations by subsectors and underperformances.
- Key findings, lessons learned and identified challenges.
- Recommendations for the next implementation period.

Consultation and Validation

- Engage with relevant ministries, agencies, and stakeholders to validate findings.
- Organize or contribute to workshops/meetings to present draft results and incorporate feedback.



Finalization

- Finalize the Implementation Report in both Montenegrin and English, in formats suitable for government submission and MRV reporting.
- Provide all supporting documentation, datasets, and annexes.

The expert will submit a report with a detailed account of the activities developed within the framework of the contract execution, as well as the information support (minutes, attendance lists, documents prepared, maps, calculation memories, among others), as appropriate and as requested by the Project manager.

III. Deliverables

1. Inception report with work plan and methodology (by end October 2025).
2. Draft Implementation Report (by November 2025).
3. Final Implementation Report, in Montenegrin and English (by 10th November 2025).

Time duration and travel: October – November 2025

III. Competencies:

- Demonstrates integrity and ethical standards;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Ability to lead strategic planning, results-based management and reporting;
- Builds strong relationships with clients, focuses on impact and result for the client and responds positively to feedback;
- Consistently approaches work with energy and a positive, constructive attitude;
- Demonstrates good oral and written communication skills;
- Demonstrates ability to manage complexities and work under pressure, as well as conflict resolution skills.

IV. Qualifications and expertise:

- University degree in environmental sciences, engineering, economics, law, or related fields (Master's degree preferred).
- **Professional Experience**
 - At least 7 years of professional experience in climate change, environmental policy, or related areas.
 - Proven experience in monitoring and evaluation (M&E) of strategic documents, including assessment of implementation frameworks.
 - Demonstrated experience in the preparation of strategic documents, preferably on climate strategies, GHG mitigation/adaptation plans, or related policy frameworks.
 - Experience in sustainable development reporting and/or the establishment of MRV systems (indicator setting, data collection, and monitoring).
 - Familiarity with UNFCCC processes, the Paris Agreement, EU climate policy framework, and the national climate policy context.
 - Experience working with government institutions, agencies, and stakeholders in Montenegro (experience in the Western Balkans region is an asset).
- **Skills and Competencies**
 - Excellent analytical, drafting, and synthesis skills, with a proven track record of producing high-quality reports.
 - Strong stakeholder engagement and facilitation skills, including experience with consultations and validation workshops.
 - Excellent command of Montenegrin and English (oral and written).

V. The Terms of Reference approved by:

Name: Nenad Vitomirović, National Project Director

Signature: 

Date: 03.10.2025.