



## TERMS OF REFERENCE

- A. Job title:** Biodiversity Protection Specialist for development of the Management Plan for Nature Park Komovi on the territory of Podgorica and Andrijevica
- B. Type of position:** National/International
- C. Duty Station:** Home based/Podgorica, Montenegro
- D. Contract type:** Consultant
- E. Duration of appointment:** 20 working days (a day will be calculated as 8 hours and could be prorated to the hours worked) in the period 1 April 2026 – 31 December 2026, with the possibility of extension
- F. Deadline for application:** 20 March 2026, 12:00h

### 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.

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 the 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 tasks outlined in this ToR falls under *Component 1, Output 1.1: Revised management planning of the existing national PAs addresses the KBA conservation needs, international UNESCO and Ramsar requirements, newly assessed threats and climate risks*, which aims to support the preparation management plans for protected areas, as the key management tool for ensuring effective and sustainable nature protection in protected areas.

### II Objectives of the assignment:

The objective of this assignment is to support the preparation of the Management Plan for Nature Park Komovi in Podgorica and Andrijevica, with a specific focus on the biodiversity component, ensuring



that the plan provides a comprehensive and scientifically grounded framework for the conservation of species, habitats, and ecological processes within the Park.

The assignment will ensure that the Management Plan clearly defines biodiversity conservation priorities, establishes clear conservation objectives and expected outcomes, and sets out an actionable framework for maintaining and restoring ecosystem integrity. The biodiversity section of the Management Plan should provide an analysis of biodiversity values and pressures as a basis for guiding protection measures, sustainable use of natural resources, and long-term ecological monitoring, while supporting adaptive management in response to environmental pressures and emerging threats.

### III Job content

Under the overall supervision of the Project Manager, Chief Technical Advisor, and Protected Area Specialist (as the chief planner), and representatives of both managers of protected area<sup>1</sup>, the Biodiversity Specialist will provide expert input for the development of the Management Plan for Nature Park Komovi for managers from Podgorica and Andrijevica. The Biodiversity Specialist will be responsible for reviewing and analyzing available data on biodiversity, including species, habitats, ecosystems, and key ecological processes. Based on the findings, the specialist will formulate narrative part of the management plan, as well as conservation outcomes, management objectives and measures aimed at protecting and enhancing the ecological integrity of the Park. The Biodiversity Specialist will ensure that biodiversity considerations are fully integrated into the Management Plan and will provide technical support during stakeholder consultations, as well as contribute to the revision of the plan based on feedback and expert review.

In this process, Biodiversity Specialist will apply the relevant guidelines from the Toolbox for Management Effectiveness of Protected Areas developed by GEF7 project.

### SPECIFIC TASKS

During the period 1 April 2026 – 31 December 2026., the Biodiversity Specialist will have the following specific responsibilities:

- Conduct a desk review and synthesis of existing data, studies, and technical documentation related to biodiversity within the Nature Park Komovi, including scientific literature, previous assessments, available monitoring data and other relevant data;
- Collect and systematize biodiversity information from multiple sources, including field observations where feasible, stakeholder consultations, and expert inputs;

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<sup>1</sup> Agency for Management of Protected Areas of Podgorica and Public Enterprise for Nature Park Komovi



- Identify key species, habitats, and ecosystems of conservation concern and evaluate their current status, threats, and management needs;
- Define biodiversity conservation objectives, expected outcomes, and measurable indicators to support monitoring of conservation effectiveness and adaptive management;
- Propose strategic priorities and actions for biodiversity protection, restoration, and sustainable management, in alignment with national legislation and relevant international standards;
- Provide technical inputs during stakeholder consultations, particularly on biodiversity-related topics, and incorporate relevant feedback into the plan;
- Assist in the drafting and finalization of biodiversity-related sections of the Management Plan and its action plan, ensuring scientific accuracy and policy relevance;
- Coordinate with other technical experts in the planning team to ensure that biodiversity aspects are effectively integrated into broader management objectives and measures;
- Report regularly to the Project Manager, Chief Technical Advisor and Protected Area Specialist on progress and findings, both in oral and written form.

#### **IV Deliverables:**

- Drafting of the narrative section of the Management Plan related to biodiversity, including identification of key species, habitats, and ecosystems of concern, along with their status, threats, and management needs;
- Proposal of conservation outcomes, biodiversity-related management objectives, and priority measures, aligned with national legislation and international standards and stakeholder derived inputs;
- Proposal of biodiversity indicators and monitoring framework to support tracking of conservation status, management effectiveness, and long-term ecological trends within the park;
- Provision of technical input and participation in stakeholder consultation processes, with a summary report of biodiversity-related feedback received and recommendations for transparent incorporation into the management plan;
- Revision of the biodiversity sections of the Management Plan and the action plan, reflecting expert feedback and stakeholder inputs, ready for integration into the full draft;
- Regular progress updates to the Project Manager, Chief Technical Advisor, and Protected Area Specialist.

#### **V Competencies:**

- Demonstrates integrity and ethics and a commitment to transparency and accountability in all professional activities;



- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability, ensuring inclusive and respectful engagement with all stakeholders;
- Approaches work with energy, positive and constructive attitude;
- Demonstrates the ability to manage complexities and resolve conflicts constructively;
- Strong organizational and time management skills, with the ability to prioritize tasks and meet tight deadlines while maintaining high-quality outputs;
- Ability to provide constructive input;
- Responds positively and constructively to feedback and demonstrates a willingness to adapt and improve;
- Ability to work independently and in a team, fostering collaboration and mutual support;
- Excellent analytical, report-writing and presentation skills, with the ability to communicate complex findings clearly and effectively to diverse audiences;
- Fluency in local language (writing, speaking and reading) and working knowledge of English language.

#### **VI Qualifications and expertise:**

- A university degree in a relevant field such as biological sciences, environmental sciences/management, natural resources management or related. Higher level degrees and specialist certificates will be considered a strong asset;
- At least five years of relevant professional experience in biodiversity conservation, and/or protected area management;
- Demonstrated ability to analyze and synthesize ecological and scientific data into practical conservation objectives and management measures;
- Proven experience in the preparation of biodiversity assessments and contributions to strategic or management planning documents for protected areas or conservation initiatives will be considered strong asset;
- Previous experience in stakeholder engagement and participatory planning in the context of nature protection/natural resources management will be considered a strong asset.

#### **VII Application procedure:**

Candidates must submit their applications, via email to the following email address [irena.krivokapic@mers.gov.me](mailto:irena.krivokapic@mers.gov.me) i [irenakrivokapic@gmail.com](mailto:irenakrivokapic@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 than 20 March 2026, 12h CET.

Only shortlisted candidates will be contacted for the interviews.

The Project Implementation Unit reserves the right to request additional documentation and/or to schedule a written test for candidates, should they deem necessary for the evaluation process.

Term of reference approved by:

Name and title: Zoran Dabetić, National Project Director

Signature:

Date: 4 March 2026