

Terms of Reference (TOR) for Individual Consultant
Sustainable Investment Consultant –WWF Tanzania

A. Project Title: Engaging Private and Public Sector Institutions on Sustainable Investments

B. Project Description

WWF Tanzania (herein referred to as the “WWF”), The world’s leading conservation organization, WWF works in 100 countries and is supported by more than one million members in the United States and close to five million globally. WWF's unique way of working combines global reach with a foundation in science, involves action at every level from local to global, and ensures the delivery of innovative solutions that meet the needs of both people and nature.

The overall objective of this project is to engage and mobilise private and public sectors to promote Sustainable Investments that will support increase resilience of communities which have high level of natural resources dependencies from the impacts of climate changes. The goal of the project is to attract private sector collaborative investments which will enable WWF to:

- 1) Engage businesses in sustainable impact investment initiatives
- 2) Build capacities to CSOs and CBOs for managing natural resource linked community based value chain enterprises as alternative sources of income generating activities
- 3) Reduce dependence of rural communities on natural resources through stimulating alternative sources of income.

The specific objectives of the project are focused on the following areas of investment:

1. Wildlife
2. Forestry
3. Fresh water
4. Marine

C. Scope of Work

A Sustainable Investment Consultant is required to providing support to the WWF Tanzania Partnership and Development team at the level of planning, policy advice and putting appropriate mechanism for the engagement and resource mobilisation for sustainable investments from both the private and public sectors.

The expected activities of the project are designed to fit the WWF Tanzania FY 20 Fundraising objectives and goals as well as conservation requirements in the short to medium term.

The financial consultant will be working under the direction and supervision of the WWF Tanzania Partners and Development Manager.

As such, a Sustainable Investment Consultant is required to:

Task 1: Develop Platforms within the landscapes and seascapes for the purpose of engaging and promoting collaborative sustainable financing among communities, private and public sectors.

Outcome 1: Platforms within the landscapes and seascapes are engaged and promotes collaborative sustainable financing among communities, private and public sectors.

Task 2: Build capacity to CSOs and CBOs on developing community based enterprises using natural resource stocks to support bankable projects.

Outcome 2: CSOs and CBOs have the capacity to develop community based enterprises using natural resources bankable projects.

Task 3: Develop value chain by promoting linkages between communities, CSOs, CBOs, and investors developed into operational and self-driven resource mobilization hubs to increase sustainable use of natural resources.

Outcome 3: Partnerships/value chains between communities, CSOs, CBOs, and investors developed into operational and self-driven resource mobilization hubs to increase sustainable use of natural resources

More specifically, the Sustainable Investment Consultant shall consist of providing support to the WWF Tanzania to:

- Establish and maintain private and public sector dialogues
- Establish and maintain mechanisms - Document all information's
- Put a system to administer information flow among different stakeholders –private, public, CSOs and CBOs
- Establish stakeholders files in the computerized data base system
- Carry out reviews of existing financial management systems, procedures and practices and identify areas of improvement to support sustainable investments fund flow.

- Put in place the necessary procedures, practices and training to fill capacity gaps and strengthen the Financial Department;
- Preparing monthly, quarterly and annual financial reports for the sustainability Investment funds under WWF Tanzania administration
- As the WWF Tanzania financial sustainability fund manager arrange timely financial information for internal audits;
- Review invoices and contracts together with the relevant government authorities and the procurement specialists;
- Carrying out control and filing of all payment documents, invoices and other financial documents relating to Sustainability Investment Fund transactions;

In order to complement the accomplishment of the detailed tasks, the Sustainable Investment Consultant shall deliver the following:

	Deliverable /Output	Estimated Duration complete to	Target Dates Due	Review and Approvals Required (Indicate designation of person who will review output and confirm acceptance)
	<i>Task 1: Develop Platforms within the landscapes and seascapes for the purpose of engaging and promoting collaborative sustainable financing among communities, private and public sectors.</i>	12 weeks		Partnership and Development Manager
	<i>Task 2: Build capacity to CSOs and CBOs on developing community based enterprises using natural resource stocks to support bankable</i>	12 weeks		Partnership and Development Manager

	<i>projects.</i>			
	<i>Task 3: Develop value chain by promoting linkages between communities, CSOs, CBOs, and investors developed into operational and self-driven resource mobilization hubs to increase sustainable use of natural resources.</i>	12 weeks		Partnership and Development Manager

D. Institutional Arrangement

- a) The Sustainable Investment Consultant will be working under the direction and supervision of the WWF Tanzania Partnership and Development Manager (PDM) and in cooperation with the Organisational Development Manager (ODM)
- b) Submit progress report on a Monthly Basis to the PDM.
- c) The Sustainable Investment Consultant will be supported by the Organisational Development Manager (ODM) at WWF Tanzania.

E. Duration of Work The duration of the consultancy is of 10 months. The starting date is upon contract signature.

F. Duty Station: Sustainable Investment Consultant own offices. However, the Contractor will be required to report regularly and be present for meetings when need be.

G. Qualifications Required

Title: Sustainable Investment Consultant

The Individual Consultant should possess the following minimum qualifications:

I- Academic Qualifications: a. Master’s Degree in Sustainable Investments, Accounting and Finance, Corporate Social Responsibility and Reporting.

II- Years of Experience: a. Local relevant experience of not less than 10 years. b. Experience with International Development Sector for at least 10 years will be a plus.

III- Competencies: a. Good communication skills c. Proficiency in finance investments and bankable projects; Knowledge of Natural Resource Management is a plus d. Demonstrated analytical Skills e. Teamwork

H. Scope of Price Proposal and Schedule of Payments

- The anticipated start date for this role is February 1st 2019 with up to 120 person days (3 to 5 days spread over a month) throughout the project over a 1 year period till final acceptance of the software. (as this is re advertised, 120 days will start soon after contract signed with successful applicant)
- Daily Fee “All Inclusive”
- Activity Report must be submitted by the Contractor –to be provided by WWF Tanzania.

Deadline

Friday, 1700hrs, April 17thh, 2020