

**REQUEST FOR EXPRESSIONS OF INTEREST  
(INDIVIDUAL CONSULTING SERVICES)  
(FSM Nationals Only)**

**Country:** Federated States of Micronesia

**Project:** Pacific Islands Regional Oceanscape Program – Economic Resilience (PROPER)

**Grant No.:** IDA-E371-FM

**Assignment Title:** **Monitoring and Evaluation Officer**

**Reference No. (as per Procurement Plan):** N/A

The National Government of the Federated States of Micronesia (FSM) has applied for financing from the World Bank toward the cost of the Pacific Island Oceanscape Program – Second Phase for Economic Resilience and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include coordinating the development and updating of the overall M&E strategy for the FSM PROPER Project and subsequently implementing, reporting on, and managing it in collaboration with project partners, for an initial one (1) year period commencing approximately in November 2024. This is a full-time position and may be extended based on “satisfactory performance” i.e. satisfactory performance as determined through a performance evaluation against agreed key performance indicators and availability of funds. The position supports the FSMPROPER Project implementation phases of the project.

The detailed Terms of Reference (TOR) for the assignment DOFA website at [dofa.gov.fm](http://dofa.gov.fm) or at the NORMA website at [norma.fm](http://norma.fm).

The FSM National Oceanic Resource Management Authority (NORMA) now invites eligible individuals (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services (attach curriculum vitae with description of experience in similar assignments, similar conditions, etc.).

The criteria for selecting the Consultant are:

**Required experience and educational background:**

- Bachelor's Degree in a relevant field such as economics, development studies, statistics, or a related discipline OR a relevant Associates Degree with five (5) years of proven related experience.
- Demonstrated understanding of quantitative and qualitative data analysis methods and related tools.
- Strong analytical skills with the ability to interpret and present complex data in a clear and concise manner.
- Excellent written and verbal communication skills in English..

**Desirable skills:**

- Experience in working with development projects or initiatives in the Pacific region.
- Understanding of fisheries.
- Knowledge of the context of FSM.
- Experience using data collection and analysis software and tools.
- Familiarity with fisheries management concepts and practices.

The attention of interested Consultants is drawn to paragraph 3.14, 3.16 and 3.17 of the World Bank's Procurement Regulations for IPF Borrowers dated September 2023 ("the Regulations"), setting forth the World Bank's policy on conflict of interest.

Further information can be obtained at the address below during office hours 0800 to 1700 hours Pohnpei local time.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) preferably by October 01, 2024.

FSM National Oceanic Resource Management Authority  
Attn: Mr. O'Kean Ehmes, PROPER Project Manager  
PO Box PS 122  
Pohnpei, FM 96941  
Federated States of Micronesia  
Telephone: (691) 320-2700/5181  
E-mail: [okean.ehmes@norma.fm](mailto:okean.ehmes@norma.fm) and copy to [crawford.nimea@norma.fm](mailto:crawford.nimea@norma.fm)

## **FSM Pacific Regional Oceanscape Program – Economic Resilience (PROPER) Project Terms of reference for Monitoring and Evaluation Officer**

### **A. BACKGROUND**

The National Government of the Federated States of Micronesia (FSM) has partnered with the states and several government departments to implement a new project as part of its development activities within the FSM. The current and pipeline portfolio includes projects in the sectors of Energy, Fisheries, Information & Communication Technology (ICT), Public Financial Management strengthening and Maritime and Roads.

The FSM Pacific Regional Oceanscape Program – Economic Resilience (PROPER) Project is a FSM government led Fisheries project where the primary objective is to strengthen the shared management of selected Pacific Island oceanic and coastal fisheries, and the critical habitats upon which they depend, for economic recovery and resilience. The project consists of three key components, namely Oceanic Fisheries, Coastal Fisheries, and Marine Habitats and Waste. Each component focuses on specific activities and interventions aimed at addressing the unique challenges faced in their respective areas.

To support the implementation of FSM PROPER, a Project Implementation Unit (PIU) consisting of a Project Manager, Project Officer and Project Assistant will work in the already established PIU in FSM NORMA. State Coordinators and Project officers addressing communications, M&E and environmental and social risks will be part of the team. The FSM PROPER PIU is responsible for coordinating administrative process supporting the implementation of the Project with the FSM Department of Resources & Development (FSMDRD), FSM NORMA, FSM Department of Health & Social Affairs (DHSA), FSM Department of Environment, Climate Change & Emergency Management (DECEM), DoFA and the States. The PIU will also be responsible for supporting NORMA administrative requirements in preparing and implementing the Project in accordance with guidelines and regulations as well as the annual work plans and budgets which will detail project activities and eligible expenditures. Additional technical experts in fisheries, infrastructure and waste are to support the PIU.

In order to strengthen project management support to the portfolio of WB-financed projects, a Central Implementation Unit (CIU) has been established under the Investment Finance Unit in the Department of Finance. The objective of the CIU is to provide support to PIUs in the preparation, implementation and reporting of WB-financed projects. The CIU will assist the FSM PROPER PIU in core cross-cutting functions including financial management, environmental and social safeguards, monitoring & evaluation, communications and procurement.

### **B. CORE DUTIES**

The Monitoring and Evaluation (M&E) Officer will play a vital role in ensuring the success of PROPER Project activities including at the state level. Officer will report to the Project Manager (PM) of the PIU and will be responsible for the following key tasks with hands-on support and mentoring by the CIU M&E Advisor:

#### **1. Monitoring and Evaluation (M&E) Strategy:**

The M&E Officer will be responsible for coordinating the development and updating of the overall M&E strategy for the FSM PROPER Project and subsequently implementing, reporting on, and managing it in collaboration with project partners. This includes:

- Assisting with the implementation of a robust M&E framework for collecting, analyzing, and reporting data to measure project progress, outcomes, and impact utilizing tools established for this purpose.
- Collaborating with CIU M&E Advisor, Project Coordinators, Technical Experts, and Working Groups (WGs) to establish relevant M&E indicators and data collection methods.

#### **2. Data Collection and Analysis:**

The M&E Officer will lead data collection efforts and ensure accurate analysis with CIU Advisor to inform project decision-making and policy formulation. Responsibilities include:

- Working closely with state-level Project Coordinators, Technical Experts, and relevant stakeholders to gather relevant data and information for M&E purposes, including from procurement contracted.
- Conducting regular field visits, coordinating surveys and use of other tools to assess project activities, collect data, and ensure alignment with project objectives.
- Analyzing collected data with CIU M&E Advisor to track progress, identify trends, and assess the effectiveness of project interventions.

#### **3. Reporting and Recommendations:**

The M&E Officer will contribute to the preparation of comprehensive reports and recommendations to enhance project performance and outcomes. This includes:

- Preparing regular progress reports and assessments, highlighting achievements, challenges, and areas for improvement.
- Reporting on the Project results framework indicators as per the Project Appraisal Document and Project Operations Manual.
- Providing actionable recommendations to address gaps and enhance project impact based on M&E findings.
- Collaborating with the Project Manager to present M&E results and insights to relevant stakeholders, including the government FSM PROPER Steering Committee and the World Bank.

#### **4. Capacity Building:**

The M&E Officer will support capacity-building initiatives to strengthen M&E knowledge and practices within the project team and stakeholders. This includes:

- Contributing to provision of training and guidance to Project Coordinators, Technical Experts, and state-level stakeholders on effective data collection, monitoring, and reporting.
- Assist in workshops and sessions to enhance understanding of M&E processes and tools, promoting a culture of continuous improvement.

### **C. QUALIFICATIONS**

#### **Required experience and educational background**

- Bachelor's Degree in a relevant field such as economics, development studies, statistics, or a related discipline OR a relevant Associates Degree with five (5) years of proven related experience.
- Demonstrated understanding of quantitative and qualitative data analysis methods and related tools.
- Strong analytical skills with the ability to interpret and present complex data in a clear and concise manner.
- Excellent written and verbal communication skills in English.

#### **Desirable skills**

- Experience in working with development projects or initiatives in the Pacific region.
- Understanding of fisheries.
- Knowledge of the context of FSM.
- Experience using data collection and analysis software and tools.
- Familiarity with fisheries management concepts and practices.

### **D. POSITION DURATION**

The position will be for an initial one (1) year period. This is a full-time position and may be extended based on “satisfactory performance” i.e. satisfactory performance as determined through a performance evaluation against agreed key performance indicators and availability of funds. The position supports the FSM PROPER Project implementation phases of the project.

### **E. LOCATION**

The position will be located within the FSM NORMA but services the PROPER Working Group comprised mainly of the Project Implementing Agencies.