



Terms of Reference for NAP Sector Experts (x9)

Project	Strengthening Adaptation Planning and Coordination in Namibia NAM-RS-007 (NAP)
Implementing Partner	Namibia Nature Foundation (NNF)
Oversight Body	Ministry of Environment, Forestry and Tourism (MEFT) – Climate Change Unit
Funding Source	Green Climate Fund (GCF)
Duty Station	Namibia
Level of Effort:	Consultancy

I. Background & Context

The Project, “Strengthening Adaptation Planning and Coordination in Namibia” is a three-year project funded by the Green Climate Fund (GCF). It aims to ensure a strategic approach to planning and implementing adaptation actions that enhance resilience to climate change in Namibia at national and subnational levels, and across all sectors, ecosystems and livelihoods. The Ministry of Environment, Forestry and Tourism (MEFT) is the National Designated Authority (NDA) providing strategic oversight for the project, and the Namibia Nature Foundation (NNF) serves as Delivery Partner. A Project Management Unit (PMU), housed at the NNF, will be responsible for the implementation of the NAP.

The Project has four overarching outcomes:

- Outcome 3.1 - Adaptation planning and institutional coordination is strengthened
- Outcome 3.2- An evidence basis is used to design adaptation solutions for maximum impact
- Outcome 3.3 - Private sector engagement in adaptation is catalysed
- Outcome 3.4 - Adaptation finance is increased

The NAP will be informed by a robust and scientific process to evaluate likely future climate change impacts, assess vulnerabilities across all levels and sectors, and explore the economic costs of inaction vs. the costs of adaptation. It will seek to identify adaptation strategies at national, subnational and sectoral levels, integrate adaptation into planning, enhance integrated monitoring, evaluation and learning, and ensure access to climate change and adaptation information and data for all stakeholders. It will further seek to enable private sector engagement in climate adaptation through enabling policy frameworks, information and incentives, as well as to scale up finance for adaptation from international and domestic, public and private sources and through the strategic use of public funds to de-risk private investment. Ultimately, the purpose of the NAP is to reduce vulnerability to the impacts of climate change by building adaptive capacity and resilience across key sectors and at different levels.



II. Objectives of the Consultancy

The NAP Sector Experts are being recruited to provide sector-level expertise across the various NAP deliverables, which includes interpreting climate risks for their respective sectors and translating them into sector-specific impacts; ensuring that climate vulnerabilities of their respective sectors are adequately captured and analysed, and to inform the NAP Strategy and Action Plan. The Sector experts will act as a bridge between technical data and policy/practice, ensuring that findings are usable by decision-makers. The sector experts will also assess institutional capacity gaps within their sector related to climate data use, planning, financing, and integrated monitoring, evaluation and learning (IMEL). The sector experts will also play an important role in coordinating stakeholders in their sector, including ministries, academia, civil society and other technical experts, and facilitating meetings.

Specifically, the NAP Sector Experts will **contribute to** the following Outputs:

Output 3.1.2 The institutional framework for coordinating climate adaptation is strengthened

- Lead sector stakeholder engagements and coordinate sector groups (including facilitation of meetings).
- Liaise with focal persons in sector ministries and recommend updates coordination protocols where gaps exist.
- Participate in and inform technical working groups, steering committees, and inter-ministerial platforms, ensuring the sector's voice is present in decision-making.
- Suggest mechanisms for coordination between sectors.

Output 3.1.3 A NAP strategy and action plan, including a budget, is adopted

- Ensure appraisal of adaptation options are based on economic, social and environmental costs and benefits to guide prioritization and trade-offs; and contribute to the drafting of sector-specific adaptation measures into the NAP Strategy & Action Plan.
- Ensure that sector-specific adaptation needs are represented in national adaptation strategies and plans.
- Advise on mainstreaming climate adaptation into sectoral policies, regulatory frameworks, and budget processes.

Output 3.1.4 Adaptation priorities are integrated into national, subnational, and sectoral development plans and budgets

- Ensure that priority adaptation measures are integrated into national and subnational strategies, plans, sector policies, and budgeting processes.
- Support coordination between national and subnational institutions within the sector.
- Help identify opportunities to align regional or local sectoral institutions (e.g., regional health offices, local agricultural extensions, water point committees etc.) with national adaptation goals.



Output 3.2.1 Future climate change risks and levels of uncertainty have been ascertained taking into account different global mitigation scenarios and socioeconomic pathways

- Translate future scenarios into practical, sector-specific risks and implications.
- Identify how different climate futures could affect sectoral systems, assets, or services.
- Identifying Critical Thresholds and Tipping Points by flagging tolerance limits or climate thresholds beyond which the sector's systems may fail (e.g., crop viability, water availability, infrastructure design limits).
- Explain where uncertainty lies (e.g., climate model spread, socio-political factors, technological change) and what it means for sectoral decision-making.
- Help communicate complex climate risks and uncertainties in clear, accessible ways to decision-makers, practitioners, and communities.

Output 3.2.2 Assessments of climate change vulnerabilities and impacts across sectors, geographies and ecosystems under various climate change scenarios have been conducted

- Participate in the preparation work for the assessments to ensure that surveys will capture each sector's vulnerability.
- Provide analysis on sector-specific exposure, sensitivity, and adaptive capacity.
- Review the final assessment report conducted by the Vulnerability Expert and ensure sector vulnerabilities have been adequately captured.

Output 3.2.5: An integrated monitoring, evaluation, and learning (IMEL) system for adaptation is developed at the national (subnational and sectoral) level including participatory, project-level mechanisms for monitoring, evaluation, and learning.

- Identify what successful adaptation looks like in the relevant sector and propose quantitative and qualitative indicators to track progress, effectiveness, and resilience over time.
- Identify gaps in data or monitoring systems within the sector that need to be addressed.
- Advise on feasible data sources (e.g., administrative records, remote sensing, community surveys).
- Recommend sector-specific data collection methods and sources.
- Support learning mechanisms like after-action reviews, learning workshops, or sector-level knowledge products, and adaptive management.

Output 3.3.2 Public policy and financing options to catalyse and incentivise private sector engagement have been identified

- Identify sector-specific entry points for private sector engagement.
- Highlight where private sector investment or innovation can enhance adaptation outcomes.
- Recommend public policy interventions that may reduce investment risk and enable private-sector participation.



Output 3.4.1 A resource mobilisation strategy is adopted outlining the potential sources of funding, vehicles, and mechanisms for channelling funding to projects has been developed, drawing on international best practice

- Flag potential bankable projects or scalable interventions suitable for private co-financing.
- Help develop or validate sector-specific adaptation investment plans or pipelines to present to investors or funders.
- Assess the costs, benefits, and financing options for climate adaptation and resilience-building efforts.

III. Deliverables

- Summary report analysing sector-specific implications of projections produced in Output 3.2.1.
- Summary report assessing sector-specific risk and vulnerability to climate change.
- Summary report of sectoral policy gaps, priorities, and opportunities to mainstream climate adaptation measures.
- Sector inputs into the NAP strategy and action plan ensuring the sector is fully considered.
- Recommendations to integrate adaptation priorities into subnational and sectoral development plans and budgets.
- Technical input into quantitative and qualitative monitoring and evaluation indicators for tracking progress against adaptation targets in the NAP.
- Stakeholder engagement reports.

IV. Sectors

The NAP Project seeks the following sector specialists in the following areas:

- Water Resources
- Agriculture
- Health and Sanitation
- Terrestrial Ecosystems and Rural Livelihoods
- Marine Ecosystems & Coastal Zones
- Urban Settlements
- Infrastructure
- Disaster Risk Reduction (DRR)
- Climate Economics

Please indicate in your cover letter whether you have expertise in more than one area.

V. Duration of the Consultancy:

The consultancy shall take place over the course of the NAP Project from August 2025 to November 2027. The number of working days foreseen is 90. The number of workdays per key deliverable is proposed as follows:



NAP Output	# of days
Output 3.1.2 The institutional framework for coordinating climate adaptation is strengthened	5
Output 3.1.3 A NAP strategy and action plan, including a budget, is adopted	20
Output 3.1.4 Adaptation priorities are integrated into national, subnational, and sectoral development plans and budgets	20
Output 3.3.2 Public policy and financing options to catalyse and incentivise private sector engagement have been identified	10
Output 3.2.1 Future climate change risks and levels of uncertainty have been ascertained taking into account different global mitigation scenarios and socioeconomic pathways	10
Output 3.2.2 Assessments of climate change vulnerabilities and impacts across sectors, geographies and ecosystems under various climate change scenarios have been conducted	5
Output 3.2.5: An integrated monitoring, evaluation, and learning (IMEL) system for adaptation is developed at the national (subnational and sectoral) level including participatory, project-level mechanisms for monitoring, evaluation, and learning.	10
Output 3.4.1 A resource mobilisation strategy is adopted outlining the potential sources of funding, vehicles, and mechanisms for channelling funding to projects has been developed, drawing on international best practice	10
Total Number of Days (estimated)	90

VI. Desired Expertise:

- A Master's or Doctorate degree in the relevant sectors e.g.
 - Agriculture – Agricultural Studies, Crop Science, Horticulture, Animal Science or Livestock Production, Agronomy, Sustainable Agriculture or closely related field.
 - Water– Hydrology, Hydro-climatology, Water Resources Management, Environmental Engineering, Hydrogeology, Geosciences (with water focus) or closely related field.
 - Health & Sanitation – Public Health, Environmental Health, Epidemiology, Community Health, Climate Change and Health or closely related field.
 - Terrestrial Ecosystems & Rural Livelihoods – Ecology, Natural Resource Management, Forestry, Environmental Sciences, Environmental Economics, Biological Sciences, Rangeland Management, Soil Science, Development Studies, Social Sciences, or a closely related field.



- Marine Ecosystems – Marine Biology, Marine Ecology, Oceanography, Coastal & Marine Sciences, Aquatic Ecology, Environmental Science (with marine/coastal specialization), Conservation Biology (with marine focus), or closely related field.
 - Urban settlements – Urban Planning, Regional Planning, City and Town Planning, Urban Studies, Civil Engineering, Urban Geography or closely related Field.
 - Infrastructure – Civil Engineering, Structural Engineering, Environmental Engineering, Transportation Engineering, Construction Management.
 - Disaster Risk Reduction (DRR) – Disaster Risk Management, Disaster and Emergency Management, Risk and Crisis Management, Environmental Science (with hazard/risk focus), Geography (with a specialization in hazards or environmental risks), Public Safety, or other closely related field.
 - Climate Economics – Economics, Environmental Economics, Development Economics, Public Policy or Economics Policy, Agricultural Economics or other closely related field.
- A minimum of 10 years' work experience in a technical lead or planning position on development/climate/natural resources management programmes.
 - Demonstrated skills in workshop facilitation and stakeholder management.
 - Experience of working and collaborating with developing country governments.
 - Ability to effectively work in and coordinate with a large, multidisciplinary team of experts and consultants is desired; and
 - Strong skills in project monitoring and evaluation are an added advantage.

VII. Reporting

The Sector Specialists will work closely with, and report to the NAP Project Management Unit (PMU).

VIII. Additional Provisions

These Terms of Reference may be updated, subject to mutual agreement, following the signing of the contract to reflect changing circumstances or additional requirements.

IX. To Apply:

This consultancy is open to Namibian nationals. The indicative starting date for the position is August 2025, with 90 working days over the course of the three (3) year project period. Applications should be sent to CV@nnf.org.na, stating 'Sector Specialist – GCF NAP – [insert sector expertise]' in the subject no later than 17h00 on Monday, 21 July, 2025. The location of the assignment is Windhoek, Namibia. The application should include:

- A Curriculum Vitae describing previously accomplished work related to the sector(s) you are applying for;
- Cover letter with motivation, summary of expertise, daily rate, indication of availability; and



- Certified copies of academic qualifications.

Previously disadvantaged Namibians, women, disabled persons, and youth are encouraged to apply for this position. Only short-listed applicants will be contacted and invited for interview and no documents will be returned. No late submissions will be accepted.