



Namibia Nature Foundation

REQUEST FOR PROPOSALS (RFP)

Community Engagement and Mentorship for Wetland and Bird Monitoring

Issued by: Namibia Nature Foundation (NNF)

RFP Number: RFP-NNF-IKI-CREAF-01-2026

Date of Issue: 16 April 2026

Closing Date: 23 April 2026

Terms of Reference (ToR)

Consultant: Community Engagement and Mentorship for Wetland and Bird Monitoring

1. Background

The Namibia Nature Foundation (NNF) is implementing the IKI-CREAF (Climate-Resilient East Atlantic Flyway) project, which aims to strengthen the conservation and sustainable management of coastal wetlands and migratory bird habitats in Namibia. The project supports improved environmental monitoring, stakeholder collaboration, and capacity development related to wetland ecosystems along the East Atlantic Flyway.

An important component of the project is strengthening community participation in environmental monitoring, particularly through involvement in bi-annual waterbird counts and other wetland monitoring activities. Historically, participation in bird monitoring and birding-related activities has been limited to a relatively small and established community of practitioners and volunteers.

To support broader participation and sustainability of monitoring programmes, the project seeks to actively engage under-represented communities, including youth, students, and community members from diverse backgrounds, and to support their integration into the existing wetland and birding community.

NNF therefore intends to appoint a consultant/facilitator to lead a series of monthly engagement and mentoring sessions aimed at building interest, knowledge, and participation in wetland monitoring activities.

2. Objectives of the Assignment

The overall objective of the consultancy is to:

Promote inclusive participation in wetland monitoring and bird conservation by supporting new entrants from local communities to engage in and contribute to regular site monitoring activities.

Specific objectives include:

- Supporting the inclusion of new participants in regular monitoring activities, such as bi-annual waterbird counts.
- Engaging under-represented communities, including schools, youth groups, clubs, and local interest groups.
- Providing practical mentoring and introductory training to help new participants build confidence and skills in bird identification, wetland ecology, and monitoring methods.
- Helping bridge the gap between new participants and the established birding and wetland monitoring community.



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3. Scope of Work

The consultant will design and facilitate **monthly engagement sessions and mentoring activities** aimed at building interest and participation in wetland and bird monitoring.

Key tasks include:

3.1 Community Engagement

- Identify and engage relevant schools, youth groups, community organisations, and clubs in the Swakopmund/Walvis Bay region and surrounding areas.
- Facilitate monthly introductory sessions on wetlands, migratory birds, and environmental monitoring.
- Promote awareness of the importance of wetlands and the East Atlantic Flyway.

3.2 Mentorship and Capacity Building

- Provide basic training in bird identification and wetland ecology suitable for beginners.
- Introduce participants to waterbird monitoring methods, including bird counts and observation techniques.
- Support participants to develop the skills and confidence needed to participate in bi-annual waterbird counts and other monitoring events.

3.3 Integration into Monitoring Activities

- Encourage and support new participants to join existing bird counts and monitoring activities.
- Facilitate interaction between new participants and the existing birding community.
- Promote long-term engagement and volunteerism in wetland monitoring activities.

3.4 Coordination and Reporting

- Coordinate activities with NNF project staff and relevant partners, including MEFT where appropriate.
- Maintain simple attendance records and engagement tracking.
- Provide short monthly summaries of activities and outcomes.

4. Expected Deliverables

The consultant will deliver:

1. Monthly engagement sessions (approximately one per month).
2. Introductory mentoring sessions on bird identification and wetland monitoring.
3. Support for participation of new entrants in bi-annual coastal waterbird counts.
4. A brief monthly activity report summarising:
 - Activities conducted
 - Number of participants engaged
 - New participants recruited into monitoring activities
5. A final summary report outlining outcomes, lessons learned, and recommendations for sustaining community participation in wetland monitoring.

5. Duration of the Assignment

The consultancy is expected to run for approximately 9 months, with monthly engagement sessions conducted during this period.

The assignment will commence in April and conclude 31st of December 2026



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6. Location

Activities will primarily take place in the central coastal region of Namibia, particularly Swakopmund, Walvis Bay, and surrounding areas, with occasional activities at local wetlands and bird monitoring sites.

7. Required Qualifications and Experience

The consultant should have:

- Demonstrated experience in environmental education, community engagement, or conservation outreach.
- Good knowledge of wetlands, bird conservation, or biodiversity monitoring.
- Experience working with youth, schools, or community groups.
- Familiarity with bird identification and bird monitoring methods is highly desirable.
- Strong facilitation and communication skills.
- Ability to work independently while coordinating with project partners.

Knowledge of the Namibian coastal environment and birdlife will be an advantage.

8. Reporting and Supervision

The consultant will report to the IKI-CREAF Project Lead / Technical Advisor at the Namibia Nature Foundation and will coordinate activities with relevant project partners where necessary.

9. Remuneration

The consultancy is offered at a maximum total budget of N\$ 45,000.00 for the full duration of the assignment. Proposals exceeding this amount will not be considered. Payment structure (monthly or per session) will be agreed in line with NNF procedures.

10. Evaluation Criteria

Proposals will be evaluated based on technical quality only, therefore you are only required to submit a technical proposal only.

11. Enquiries and Submission

For any technical related questions, please direct them to joachim@nnf.org.na and cc Naftal@nnf.org.na

The deadline for submission is Thursday, 23 April 2026 at 17:00, submitted via email to: Procurement@nnf.org.na.

Please address your proposal to:

Namibia Nature Foundation

IKI-CREAF

P. O. Box 245

Windhoek

12. Additional Notes

NNF reserves the right to:

- Request additional information from bidders
- Modify or cancel this RFP at any stage
- Not necessarily accept the lowest quotation



Namibia Nature Foundation

Yours Sincerely,

Joachim Naulaerts

Project Lead & Technical Advisor