



Steve Freeland/ABS

APPLICATION PACK

Redonda Ecosystem Reserve Coordinator

Information and Terms of Reference

Redonda Restoration Programme

Environmental Awareness Group, Antigua

TERMS OF REFERENCE

Type of contract	Individual
Position	Redonda Ecosystem Reserve Coordinator
Language	English (required)
Duration	12 months (with possibility of extending)
Location	Antigua & Barbuda
Remuneration	USD26,412 per annum (inclusive of tax)
Date of issue	Wednesday 10 February, 2021
Application deadline	Friday 5 March, 2021 by 12 midnight AST
Start Date	1 April, 2021
Instructions	<p>Submit the following to eagantigua@gmail.com with the subject line as “Application for Redonda Ecosystem Reserve Coordinator”:</p> <ul style="list-style-type: none"> ● A cover letter indicating interest and experience; ● A curriculum vitae indicating experience relevant to the position; ● Name and contact details for 3 references. <p>Questions prior to submission of documents may be sent to eagantigua@gmail.com Attn: Executive Director</p>

About the EAG (Environmental Awareness Group)

The Environmental Awareness Group (EAG) is a voluntary, not-for-profit, non- governmental organization (NGO) in Antigua & Barbuda with a mission to “work collaboratively towards shaping a mindful and responsible society that sustainably uses biodiversity, fosters sustainable livelihoods, and promotes nature-based solutions supported by science”. The EAG, through partnership with a range of organisations, has coordinated the removal of invasive alien species (IAS) from approximately sixteen (16) of the country’s offshore islands, including Redonda. The EAG is currently proposed as the managing agency for the continued restoration and management of Redonda and its surrounding seas, with oversight and technical support and advice from relevant government and civil agencies.

About the Redonda Ecosystem Reserve

Redonda, one of the larger offshore islands of Antigua & Barbuda, is its most remote, located approximately 56 km southwest of Antigua. Due primarily to the impacts of invasive alien species (IAS), the island was once severely degraded, loss of endemic species had already occurred and the remaining species, terrestrial and marine habitats faced significant threat.

The plan to restore Redonda and bring the island under more active management was first conceived in 2010 at a multi-agency government meeting, hosted by the Ministry of Agriculture, Fisheries and Barbuda Affairs and facilitated by technical specialists from the EAG and Fauna & Flora International (FFI). Agreed goals were:

- To rehabilitate Redonda into a healthy island ecosystem that is sustainably managed for the conservation of indigenous biodiversity, and;
- To preserve Redonda’s important historical values and facilitate the sustainable use and enjoyment of Redonda by present and future generations.

The next steps were a series of stakeholder consultations and feasibility studies in preparation for restoration. With approval from the Government of Antigua & Barbuda, and funds raised in the UK and USA, the Redonda Restoration Programme (RRP) was formally launched in May 2016 under the management of a multi-agency steering committee.

RRP partners (the EAG, the Department of Environment, Fisheries Division and FFI), in collaboration with national and international agencies such as Antigua and Barbuda Department of Marine Services and Merchant Shipping (ADOMS), Ministry of Agriculture, and Harvard University have, to date, achieved many successes including:

- Removal of invasive mammal species resulting in recovery of threatened species and habitats;
- Establishment of biosecurity monitoring to manage any potential reinvasion;
- Establishment of biodiversity baseline surveys and annual monitoring to track changes, monitor health of marine and terrestrial habitats, and measure impacts of the conservation intervention;
- A preliminary archaeological survey of the island, identifying artefacts and remains of historical significance, in collaboration with National Parks Authority (NPA), Syracuse University, and the State University of New York;
- A wide range of education and outreach activities, nationally and regionally, focused on the wildlife and cultural importance of Redonda, spearheaded by the EAG and Department of Environment; and
- Increased national capacity in biodiversity conservation.

To ensure that the island continues to recover, and the unique biodiversity is conserved, the island and surrounding waters have been proposed as a protected area, to be named the Redonda Ecosystem Reserve (RER), under the Environmental Protection and Management Act, 2019 (EPMA). The process towards designation has begun. Although not yet complete, the island continues to be managed and an interim management plan has been developed to guide the future of Redonda and its surrounding seas.

Key objectives of this role

The Redonda Ecosystem Reserve (RER) Coordinator would be focused on completing the following objectives:

- Further the process of protected area designation and establish management and governance as outlined in the RER interim management plan.
- Proactively engage, support and coordinate with relevant EAG and FFI staff and consultants to meet and report on programme deliverables under funded projects, which align with the interim RER management plan and the EAG Strategic Plan. Specifically, the US Fish and Wildlife Services funded project *Redonda Restoration Programme: Ensuring the recovery and long-term protection of a unique assemblage of endangered species* and Component 2 of the GEF funded *Preventing COSTS of Invasive Alien Species (IAS) in Barbados and the OECS Countries*.

General tasks

These tasks fall under and are guided by the programmes and sub programmes outlined under the interim management plan. The plan's programmes are outlined for a 10-year period, however activities under each programme are prioritised and scheduled based on significance in achieving overall programme goals and funding availability.

During the period of this position, it is anticipated that the RER Coordinator will be able to implement the following priority activities fully or partly under each of the following programs:

Programme 1: Species and ecosystem conservation and management

Goal: To enable the recovery of the proposed Redonda Ecosystem Reserve and to protect its important species and habitats.

- Coordinate the implementation of biodiversity research and monitoring for RER. This should include annual standard monitoring of lizards, land and seabirds, invertebrates, vegetation cover, and marine habitats. Implementation will be strongly supported by EAG and FFI staff/consultants and EAG's Wildlife Officer.
- Coordinate the preparation, review, and revision of the Redonda Ecosystem Reserve biodiversity monitoring plan (formerly the Redonda Restoration biodiversity monitoring plan) employing best practice methods and ensure local personnel have the capacity and tools to monitor biodiversity on priority islands. The work will be supported by biodiversity expertise of EAG and FFI staff, including EAG's Wildlife Officer. Biodiversity monitoring development will be done in collaboration with the Offshore Islands Conservation Programme (OICP).
- Further develop and finalise the zoning plan and regulations for the 'Sustainable Marine Management Area'.
- Support experts and EAG/FFI staff to develop feasibility studies for reintroducing extirpated fauna and flora.

Programme 2: Biosecurity

Goal: To prevent any (re)invasion or spread of harmful invasive alien species.

- Work with partners and stakeholders to ensure biosecurity protocols are followed by all visitors to the island.
- Collaborate with the EAG and FFI staff/consultants, especially EAG's Invasive Species Officer and Invasive Species Monitors, to implement and improve biosecurity protocols. This includes maintaining the alien mammal-free status of the island as well as removal of other harmful invasive alien species, e.g. African house gecko, Guinea grass.
- Raise awareness of the importance of IAS management and control on Redonda. This will be done in collaboration with the development and implementation of biosecurity protocols of the OICP.

Programme 3: Awareness

Goal: Redonda is seen as a symbol of national pride and is recognized as a model of natural and cultural heritage, conservation, and preservation.

- Coordinate, in collaboration with relevant RER partners to develop and implement a stakeholder engagement plan to include targeted neighbouring countries.

- Develop and implement a communication plan to build awareness about RER for specific target groups including government decision-makers, ministries and departments, educational institutions, visitors to RER, and among local, regional, and international audiences. The plan should align with EAG's communication strategy.
- Coordinate the design and installation of signage in strategic locations.
- Work with EAG and partners to produce at least 1 peer-reviewed publication.

Programme 4: Access and Visitation

Goal: To facilitate researchers and special interest visitors to study, experience and enhance the unique environment of Redonda and its waters within acceptable limits of impact.

- Finalise and implement zoning plans for the purpose of visitor safety and minimising damage to fauna, flora, and artefacts (buildings, machinery)
- Consult with RER tourism partners and stakeholders to initiate development of a nature-based tourism product as part of the protected area's sustainable financing strategy.

Programme 5: Heritage

Goal: To conserve the unique historical and archaeological and heritage of Redonda

- Facilitate discussions with National Parks Authority archaeological/heritage staff to prioritise and plan for improved management of historical and archaeological features.

Programme 6: Governance and Management

Goal: To ensure the effective management of the proposed Redonda Ecosystem Reserve for the implementation of the management plan.

The RER Coordinator will be expected to spend a significant amount of effort/time on this programme within the first year of employment, with the aim of establishing management and governance as outlined in the RER interim management plan.

- Further the process of protected area designation, meeting requirements as outlined in the Environmental Protection and Management Act 2019.
- Work with RER partners to develop and submit funding proposals for the implementation of the RER interim management plan.
- Investigate sustainable financing mechanism options for the RER, to be presented to the RER TAC.
- Establish management and governance as outlined in the RER interim management plan:
 - Develop Terms of Reference (ToR) and coordinate signing of institutional agreements for the RER Technical Advisory Committee (RER-TAC);
 - Develop ToRs and coordinate signing of institutional agreements for the RER Management Board;
 - Facilitate the signing of a Memorandum of Understanding between the Department of Environment and the Environmental Awareness Group as the Managing Agency of the RER.

General responsibilities

- The RER Coordinator will report to the EAG's Executive Director monthly or more regularly if the need arises.
- Prior to RER's designation and establishment of the RER management and governance, the RER Coordinator will facilitate quarterly meetings with the Redonda Steering Committee.
- Following the designation and establishment of the RER management and governance, facilitate biannual RER Technical Advisory Committee meetings.
- The RER Coordinator will manage and report on budgets related to management of Redonda.
- Assist EAG and FFI teams to complete reports and deliverables to donors supporting work for RER.
- Prepare monthly activity and quarterly financial reports.
- Maintain relationships with local and regional stakeholders.
- By request of the Executive Director and as a contractor of the EAG, carry out any other tasks from time to time that are in line with skills and experience.

Required Skills and Qualifications

- Bachelor's degree in Environmental studies or similar field
- Experience in outreach and communication
- Proven time management skills with the ability to prioritize and ensure goals are met
- Experience in leading diverse groups
- Experience in effective facilitation of meetings and discussions
- Excellent interpersonal skills with the ability to communicate and collaborate effectively with stakeholders. Candidates are expected to have the ability to work with senior government officials, regional, international, and multilateral partners, research institutes, non-governmental organizations (NGOs), and local communities in Antigua and Barbuda.
- Able to work in a team or independently.
- Excellent written and oral communication skills, able to produce clear written reports including financial reports.
- Fluency in written and spoken English and strong communication skills is a must
- Driver's licence

Desired Skills and Qualifications

- Master's in Environmental Management, Environmental Science, or similarly relevant field.
- Working experience in project management
- Experience in monitoring, reporting, and evaluation aspects of projects is an advantage.
- Experience in ecology/ biology fieldwork is useful
- Experience in fundraising.
- Comfortable swimmer and hiker.

Evaluation Criteria

The evaluation criteria and weightings that will be applied to this TOR are as follows:

Category		Description	Weighting
1	Qualifications	Bachelor's degree in Environmental studies (20)	35
2		Proven time management skills with the ability to prioritize and ensure goals are met (15)	
3	Experience	Experience in outreach and communication (10)	45
4		Experience in leading diverse groups (10)	
5		Experience in effective facilitation of meetings and discussions (15)	
6		Excellent interpersonal skills with the ability to communicate and collaborate effectively with stakeholders. (10)	
7	Other	Able to work in a team or independently.	20
8		Excellent written and oral communication skills, able to produce clear written reports including financial reports. (10)	
9		Fluency in written and spoken English and strong communication skills (10)	
TOTAL			100