



**CORAL  
TRIANGLE  
CENTER**

Inspiring People Saving Oceans

## **Terms of Reference (ToR) Environmental and Social Management Systems (ESMS) Coordinator**

### **About CTC**

Coral Triangle Center (CTC) is a foundation based in Indonesia with a regional scope and global impact. Established in 2010, CTC works closely with local communities, the private sector, governments, and partners to strengthen marine resource management in the Coral Triangle to protect coral reef ecosystems, ensure sustainable livelihoods, and enhance food security.

We support on-the-ground conservation in Bali, Maluku, and Timor-Leste. We lead learning networks of women leaders, local government executives, and marine protected area practitioners in Indonesia, Malaysia, the Philippines, Papua New Guinea, the Solomon Islands, and Timor-Leste. We are developing our Center for Marine Conservation in Bali as an integrated learning space for training programs, outreach activities, interactive exhibits, and artistic and cultural performances to influence millions of people to care for our oceans and those who depend on them.

We at CTC continue to work towards our aim to inspire people to care for the oceans. Since our establishment in 2010 until 2024, we have protected 435,000 hectares of critical marine habitat. We have trained more than 7,600 people to support marine protected areas and sustainable fisheries management throughout the Coral Triangle region. More than 20,000 people have visited our Center for Marine Conservation, many of whom have been inspired to take direct action to protect our oceans. In the last three years, we have reached an average of 200,000 people annually to care for our seas via our social media channels. In 2022, we started our monthly children's education program and engaged more than 500 schoolchildren in Indonesia to become future stewards of our planet.

### **Essential Functions**

The ESMS Coordinator is responsible for ensuring that ESMS procedures, standards, and principles are applied to the "Strengthening Marine Protected Areas and the Protection of Endangered Species in the Banda Sea, Indonesia" Project funded by the Blue Action Fund.

This involves providing support during project preparation, including preparing ESMS screening reports for projects, advising proponents on safeguard-related improvements to project design, supporting the preparation of safeguard documents, and preparing ESMS clearance.

It further involves providing support and supervision during project implementation to guarantee that ESMS requirements are complied with. When the safeguard-related grievance is raised, she/he will be instrumental in solving the matter proactively.

She/he will also build ESMS capacity for the CTC staff and other project stakeholders to enhance ESMS-compliant project design and to ensure the effective implementation of the risk management strategies. This involves coaching and training existing staff and project grantees. This position will report to the BAF Banda Project Manager.

**Specific Duties & Responsibilities:**

1. Environmental Risk Assessment at the Project Design Stage

- Support the screening of environmental and social impacts, determine risk categories, identify required impact studies and safeguard tools/plans, and help prepare the final ESMS Screening Report.
- Advise project proponents on stakeholder engagement during project design and implementation.
- Ensure proper budgeting for ESMS activities.
- Conduct final compliance checks and review ESMS documents for donor compliance
- Work closely with consultants to understand the overall ESMS application in the projects.

2. Lead ESMS Compliance and Support During Project Implementation

- Assist grantees in developing Final Safeguard Instruments and finalizing ESMS deliverables due at project inception.
- Provide ESMS training for project grantees and relevant partners at project inception.
- Support grantees in monitoring safeguard tools and reporting progress on implementation and compliance with ESMS requirements.
- Prepare regular ESMS reports and contribute to drafting relevant sections of technical progress reports for donors.
- Manage ESMS project data to ensure maintenance of ESMS records and prepare an annual summary report of Environmental and Social (E&S) performance and compliance.
- Provide any other form of ESMS-related technical support to the project and sub-grantees.

3. Grievance Management and Serious Incident Reporting

- Assist grantees in setting up a project-level grievance mechanism according to CTC Grievance Mechanism Guidance Note.
- Work with grantees and stakeholders to resolve grievances.
- Maintain a register of grievances and report on the progress in resolving them.
- Offer appropriate guidance to prepare and report serious incidents.
- Ensure timely reporting of serious incidents and implementation of corrective actions.

4. Training and Learning

- Train and coach CTC and grantee staff on ESMS procedures, principles, and standards to ensure consistent application and proactive integration of ESMS principles into project design and regular activities.

## 5. System Development

- Monitor ESMS implementation at project sites to capture lessons learned and feedback from grantees and project stakeholders, suggesting refinements and improvements in the ESMS
- Generate lessons on ESMS application, identify good practices, and synthesize these practices for dissemination through the CTC Knowledge Management System

### **Required Qualifications, Knowledge, and Skills:**

- Degree either in coastal and marine science or social science.
- Experience in developing, implementing, and maintaining ESMS for projects funded by the European Union (EU) and/or other multi – and bilateral donors such as the World Bank (WB), the Asian Development Bank (ADB), the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), and the Official Development Assistance (ODA).
- Experience in marine and coastal projects, environmental assessments, socio-economic analysis, environment and social safeguards, or environmental and social impact assessment projects
- Experience working in the Asia-Pacific region, preferably in Indonesia and Southeast Asia.
- Demonstrated capacity to work collaboratively within a diverse team with a high level of professionalism and ability to work independently to deliver under a tight deadline.
- Excellent interpersonal skills demonstrated ability to engage with indigenous peoples, marginalized, vulnerable, minority groups, and local communities, including patience, diplomacy, willingness to listen, and respect for others.
- Excellent writing and communications skills, preferably bilingual English and Bahasa Indonesia.
- Willing to travel to project sites as needed.

Please send your CV and cover letter through email: [hrecruitment@coraltrianglecenter.org](mailto:hrecruitment@coraltrianglecenter.org)

**Deadline for applications: July 5, 2024**

**Coral Triangle Center is an Equal Opportunity Employer**