

COMMISSION DU BASSIN DU LAC TCHAD



LAKE CHAD BASIN COMMISSION

***TECHNICAL SUPPORT PROJECT FOR THE RESTORATION OF THE
ECOLOGICAL AND ECONOMIC FUNCTIONS OF THE LAKE CHAD BASIN
(PARFEBALT)***

P.O. BOX 727 N' DJAMENA - Chad
Tel.:+235 22 52 41 45 / 22 52 40 29 Fax:+235 22 52 41 37
E-mail: cab@cblt.org ; cblt.lcbc@gmail.com; parfebalt@cblt.org

Terms of Reference

**RECRUITMENT OF A MONITORING AND EVALUATION EXPERT
FOR THE PROJECT COORDINATION UNIT OF THE TECHNICAL
SUPPORT PROJECT FOR THE RESTORATION OF THE
ECOLOGICAL AND ECONOMIC FUNCTIONS OF THE LAKE CHAD
BASIN (PARFEBALT)**

May 2026

1. Background and Rationale

The **Lake Chad Basin Commission (LCBC)** is an intergovernmental organisation established in 1964 by the States bordering Lake Chad to ensure the **sustainable and equitable management of the Basin's water resources, the preservation of associated ecosystems, and the promotion of regional integration**. It provides the institutional framework for cooperation among Cameroon, Niger, Nigeria, the Central African Republic and Chad, and plays a strategic role in promoting stability, economic development, natural resource management and climate resilience throughout the Lake Chad Basin.

Over the years, the LCBC has implemented several major initiatives, supported by its technical and financial partners, notably the African Development Bank Group (AfDB). These initiatives have focused on ecosystem rehabilitation, strengthening community resilience, improving water governance, and promoting regional security and stability. They include flagship programmes such as PRODEBALT, PRESIBALT and PARSEBALT, through which the Commission has developed substantial operational and institutional experience.

Despite these efforts, the Lake Chad Basin continues to face significant challenges, including ecological degradation and a shrinking surface area; increasing climate variability; growing demographic and anthropogenic pressures; limited availability and reliability of hydrometeorological data for informed decision-making; persistent insecurity; and institutional and socio-economic fragility across the region.

In response to these challenges and in line with regional strategic orientations, the LCBC adopted the Strategic Action Programme (SAP) for the Lake Chad Basin in 2022, covering the period 2023-2035. Within this framework, the AfDB is supporting Member States through the Technical Support Project for the Restoration of the Ecological and Economic Functions of the Lake Chad Basin (PARFEBALT).

The project aims to:

- Strengthen hydrological, hydrogeological and ecological knowledge of the Basin;
- Prepare and structure a major regional investment programme;
- Improve gender- and conflict-sensitive water governance;
- Support the mobilisation of international financial resources;
- Strengthen the institutional capacities of the LCBC;
- Contribute to climate resilience and regional stabilisation.

To ensure effective implementation in line with AfDB standards and Member State requirements, it is essential to establish a dedicated, multidisciplinary and fully operational **Project Management Unit (PMU)**. The PMU, hosted within the LCBC's Technical Department, will be responsible for the planning, implementation, technical oversight, fiduciary management, monitoring-and evaluation of PARFEBALT.

To support the PARFEBALT Coordination Unit in monitoring its activities, LCBC intends to recruit a **Monitoring and Evaluation Expert** to implement the project.

2. Responsibilities of the Monitoring and Evaluation Expert

The Monitoring and Evaluation Expert designs and implements systems to measure project performance, results and impact. Support strategic decision-making by providing reliable, relevant and results-driven data.

The responsibilities of the Monitoring and Evaluation Expert shall include the following:

- Organising the preparation of a diagnostic assessment and a baseline situation for the project;

- Analysing the project and identifying monitoring indicators based on the results framework developed during project appraisal; identifying the resources to be mobilised, including equipment, data and information, for collecting and monitoring indicators; defining the allocation of resources for organising monitoring activities; and determining, on a realistic basis, the processing method and reporting frequency for each indicator;
- Developing specific planning and data collection tools; preparing databases; and computerising impact monitoring and evaluation tools;
- Developing and implementing the methodology for calculating the project's physical implementation rate;
- Establishing, in liaison with the various managers and partners, the presentation of the project's programme in physical, financial and time-schedule terms;
- Identifying and assigning responsibility to decision-making centres at the project level;
- Supporting the various departments in adhering to work schedules;
- Defining the methods for assessing the project's overall performance;
- Organising and coordinating external monitoring and evaluation missions, audit missions, supervision missions, mid-term review missions and completion missions; and organising AfDB supervision missions;
- Providing accurate information on the level of programme implementation to members of the Project Unit, the structures involved, and donors;
- Regularly communicating project results to internal and external stakeholders;
- Preparing implementation status reports and progress reviews required for supervision missions and for participation in the various meetings of the monitoring and steering committees;
- Assisting the Coordinator in monitoring sectoral implementation;
- Coordinating and taking responsibility for drafting periodic project progress reports, including quarterly and annual reports;
- Support project activities within their field of responsibility;
- Performing any other tasks related to the achievement of the project objectives;
- Etc....

3. Required Profile

- A Master's degree in Agricultural Economics, Planning, Rural Development, Economics, Statistics, Project Management, Water Resources, Forestry, or any other recognised equivalent qualification;
- Additional training in monitoring and evaluation, results-based management, etc.;
- At least ten (10) years' experience in the specific field of monitoring and evaluation or in planning;
- At least three (3) years' experience as a Monitoring and Evaluation Expert, Manager or Specialist on projects financed by international donors, including the AfDB, the World Bank and the European Union, among others;
- Sound experience in the design, implementation and conduct of surveys;
- Sound command of the project cycle, including formulation, supervision, mid-term evaluation and final evaluation;
- Good knowledge of the Sahelian context; experience in the Lake Chad Basin would be an asset;

- Knowledge of monitoring and evaluation methods, tools and techniques, and of the logical framework for results-based management;
- Ability to organise monitoring and evaluation data analysis work focused on reflection and capitalisation with various stakeholders, including information analysis and report writing;
- Sound experience in drafting reports, minutes and records of proceedings;
- Strong computer literacy, particularly in Word, Excel, Access and related software;
- Good physical condition and ability to undertake frequent field missions;
- Have full professional proficiency, both written and spoken, in French or English. Knowledge of both languages is an asset;
- Demonstrate the highest standards of ethics, integrity and transparency.

4. Contract Duration

The contract duration for the Monitoring and Evaluation Expert shall align with the project implementation period. The consultant's performance will be evaluated annually, and any contract renewal will be conditional upon a performance assessment deemed satisfactory by the Lake Chad Basin Commission.

5. Application File

The application file will include the following documents:

- a) Letter of motivation
- b) A detailed, dated, signed and certified Curriculum Vitae highlighting the candidate's qualifications, professional experience and competencies, and including at least two (2) relevant references with full contact details of previous employers;
- c) Copies of legally certified diplomas and employment certificates.
- d) Female candidates are strongly encouraged to apply.

In the event of final selection, the following documents shall be required:

- Original copies of the declared academic diplomas and employment certificates;
- A copy of a criminal record certificate issued within the last three (03) months;

A medical certificate and follow-up report issued by a licensed medical practitioner.

6. Evaluation Criteria

Consultants will be evaluated based on their application files, according to the following criteria and scoring scale:

Criteria	Sub-criteria	Marks
Academic Qualifications	Relevant Master's degree in Agricultural Economics, Planning, Rural Development, Economics, Water Resources or Forestry;	10
	Additional training in monitoring and evaluation, results-based management, GIS, etc.;	5
General Experiences	At least ten (10) years' experience in the specific field of monitoring and evaluation or in planning;	15

Criteria	Sub-criteria	Marks
Specific Experience	At least three (3) years' experience as a Monitoring and Evaluation Expert, Manager or Specialist on projects financed by international donors, including the AfDB, the World Bank and the European Union, among others;	30
	At least three (3) years' experience as a Monitoring and Evaluation Expert, Manager or Specialist on projects financed by international donors, including the AfDB, World Bank and European Union, among others; Two (2) points for each additional year of experience, up to a maximum of five (5) additional years;	10
	Good knowledge of the Sahelian context; experience in the Lake Chad Basin would be an asset	5
Technical Skills	Knowledge of monitoring and evaluation methods (RBM, etc.), data collection tools (Kobo Toolbox, surveys, etc.) and monitoring and evaluation techniques, as well as the logical framework of results-based management	15
	Computer Literacy: Word, Excel, Access and management tools, including MS Project;	5
Personal Skills	Have full professional proficiency, both written and spoken, in French or English. Knowledge of both languages is an asset	5
Total		100

The minimum score required to be shortlisted is 75 points out of 100.

The candidate with the highest total score above the minimum will be invited to negotiate a contract.

7. Duty Station

The duty station is N'Djamena, Chad.

The Lake Chad Basin Commission guarantees equal opportunities for all candidates, actively promotes diversity within its workforce, and applies a zero-tolerance policy towards fraud and corruption. No fees or payments are required at any stage of this recruitment process. Only shortlisted candidates will be contacted.