



Terms of Reference – Consultant

Coordination of the ASCOBANS North Sea Harbour Porpoise Conservation Plan

Closing Date: 20 October 2013

1. Project Description:

At the 6th Meeting of Parties in September 2009 the Conservation Plan for Harbour Porpoises in the North Sea (Annex 4 to the Report, accessible [here](#)) was adopted. In order to facilitate implementation, the 17th Meeting of the Advisory Committee formed a North Sea Working Group and thanks to voluntary contributions from Parties, a part-time coordinator was first contracted in 2011. Progress reports prepared by previous incumbents can be accessed as [AC17/Doc.4-05_rev.1](#), [AC18/Doc.4-06](#), [AC19/Doc.4-05](#), [AC20/Doc.2.2.1.b](#) and [AC20/Doc.2.2.1.c](#).

A contract for the coordination will be offered to a relevant institution or experienced individual based in a North Sea Party to ASCOBANS.

2. Responsibilities:

The tasks outlined in Action 1 of the Conservation Plan for the Steering Group and the Coordinator include:

- Document and collate existing international and national regulations and guidelines that are relevant to the conservation and management of harbour porpoises in the North Sea and to provide this collation to all stakeholders.
- To promote and explain the Conservation Plan to relevant stakeholders, including:
 - International and supranational bodies
 - Range states
 - Appropriate industry representatives incl. fisheries, hydrocarbon exploration, shipping etc
 - Appropriate local authorities
 - NGOs
- To develop mechanisms to ensure that the Actions given in the Conservation Plan are implemented including the organisation of scientific workshops
- To make a recommendation for the evolution of some EU fishery regulations: data collection regulation, electronic logbooks, etc. in order to get the most appropriate data from effective fishing effort
- To co-ordinate the collection of and collation of appropriate data on anthropogenic activities in a format that will facilitate its use in a GIS context
- To develop progress reports on the implementation
- To arrange for periodic reviews of the Conservation Plan
- To participate actively in the intersessional work of other relevant working groups established under the ASCOBANS Advisory Committee, attend working group meetings such as the annual meetings of the Jastarnia Group, as well as the ICES Working Group on Bycatch of Protected Species

The coordinator will facilitate progress toward the completion of these tasks, both by working actively on their fulfilment and by supporting and assisting (e.g. by collating the necessary background information) the work of the North Sea Group. He/she will work in close consultation with and seek guidance from the ASCOBANS North Sea Group and the UNEP/ASCOBANS Secretariat.

3. Qualifications:

Institutions or experienced individuals should demonstrate their relevant experience. In particular, the coordinator or lead staff member is expected to have:

- An advanced university degree in a conservation- or policy-related subject
- Extensive experience in project and programme development
- A clear overview of small cetacean conservation issues
- Sound knowledge of the particular situation in the North Sea region
- Excellent communication skills in written and spoken English

Candidates from a North Sea ASCOBANS Party will be given priority. Prior involvement in harbour porpoise conservation and/or with relevant stakeholders in the ASCOBANS region is an asset.

4. Duration:

The coordinator will include in his/her offer the duration of service, taking into account the funds available as outlined below. A detailed work plan should be part of the offer. As a minimum, 12 months of service are expected. The contract is renewable depending on funding availability and satisfaction of service.

5. Fee:

The funds currently available for this task amount to GBP 17,185 (equivalent to USD 25,403 or EUR 18,722). Applicants are requested to make an offer specifying the total time they would commit to this contract for the fee outlined. Up to one third of the total amount available for this contract can be used for pre-approved travel in agreement and accordance with the Secretariat and the ASCOBANS North Sea Group (NSSG). Financial arrangements for any travel beyond this will be made separately and are subject to availability of funds. The remaining sum is to be used for work days.

The fee for work days will be paid in instalments upon receipt of a brief progress report of activities specified in paragraph 2 above and presentation of an invoice to the UNEP/ASCOBANS Secretariat.

Please send your offer to ascobans@ascobans.org.