



## **NILE BASIN DISCOURSE**

### **NILE CIVIL SOCIETY FOR CLIMATE RESILIENCE (NCSCR) PROJECT**

**PROJECT ID.: (P505581)**

#### **TERMS OF REFERENCE**

#### **PROGRAMME OFFICER (CITIZEN-LED DATA GENERATION AND MANAGEMENT)**

**REFERENCE: UG-NBD-498593-CS-INDV**

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## **1. INTRODUCTION**

The Nile Basin Discourse (NBD) has received funding from WB/CIWA Trust Fund under the project titled: “Nile Civil Society for Climate Resilience (NCSCR).” The project is to contribute to strengthening community engagement in climate-resilient transboundary water projects, and enhancing the capacity of the NBD to engage communities and stakeholders in Nile Basin cooperation programs, processes, and dialogues. The project will create a platform for citizen engagement in Nile Basin investment decisions and riparian dialogues, learning on climate risk management and resilience building strategies, and promoting awareness of the benefits of Nile Basin cooperation. Over the long term, the project is expected to contribute to equitable, sustainable, and climate resilient growth in the region.

NBD as the implementing organization is a network of networks with over 600 CSOs and NGOs that reach the grassroots in the ten Nile riparian states through the National Discourse Forums (NDFs). It is an independent voice of grassroot people, connecting them with Governments and intergovernmental organizations, and enriching trans-boundary projects, programs and policies. The NBD Secretariat is based in Entebbe – Uganda with the core functions that include: overall project coordination and facilitation, fiduciary oversight, procurement, monitoring and evaluation, annual work programming and budgeting, and reporting. The NDFs facilitate communication between Secretariat and members, partners, and grassroot communities in the respective countries.

To strengthen civil society participation in Nile Basin development processes, projects, programs and policies, NBD supports bottom-up, top-down and horizontal communication between citizens, civil society and governments. It also acts as a knowledge cum capacity sharing platform for civil society organisations within and across Nile Basin states namely: Burundi, D. R. Congo, Egypt, Ethiopia, Kenya, Rwanda, South Sudan, Sudan, Tanzania, and Uganda.

Under the Nile Civil Society for Climate Resilience (NCSCR) project, NBD intends to engage in the collection and sharing of data by citizens on issues of water quality, water flows, land degradation, soil erosion, wetland degradation, and climate-related hazards with the aim of influencing policy, resource allocations, and behaviour change of citizens themselves.

NBD intends to implement these activities through hiring a consultancy Firm. NBD seeks to hire the services of a Programme Officer to provide technical expertise and supervision to the activities of the Consultancy Firm.

## **2. ASSIGNMENT CONTEXT**

With a robust membership of over 600 CSOs and NGOs organised under 10 National Discourse Forums (NDFs) in each Nile Basin country, the NBD network facilitates stakeholder engagement at local, national, and regional levels. The NDFs play a crucial role in gathering citizens' data, advocating for national perspectives, and addressing issues related to the Nile River water resources management. NBD's grassroot presence across the Nile Basin enables it to conduct inclusive stakeholder dialogues on various topics such as water, climate, and the environment.

NBD presumes that, accurate and timely data will allow for better responses to emerging issues, potentially preventing disasters. Better data will also contribute to the development of effective plans for water management and the design and implementation of infrastructure. Finally, data collection by citizens will contribute towards sharing and valuing indigenous knowledge and observations on water quality, floods, and droughts which enhance the understanding of local hydrology, and at the same time, increase community engagement, trust, and cooperation in implementing mitigation measures.

NBD has an opportunity to bring citizen generated data and insights to national, regional and global conversations. National and international communities are interested in these insights from the Nile basin. Over time, data and insights could even become an element of a business model for NBD to complement other sources of funding. This can be done through empowering citizens, designing data ecosystems, and building data value chains to generate water and climate data at local level. This in turn will help NBD to catalyse conversations around data and align actions to the existing data systems of the local and national governments.

### **3. OBJECTIVES OF THE ASSIGNMENT**

The overall objective of this assignment is ensuring the successful implementation of the citizen-led data generation and management initiative. The Programme Officer will be responsible for coordinating and guiding the successful implementation of the citizen-led data generation and management initiative, providing technical expertise and strategic guidance throughout the project.

### **4. SPECIFIC DUTIES AND RESPONSIBILITIES**

#### **Coordinate citizen-led data management (Sub-component 1A of the Project)**

#### **(i) Technical Expertise and Supervision of the Consultancy Firm**

- Provide technical expertise and overall oversight of the citizen data initiative. This will also include guidance to the selected consultancy firm, ensuring that the initiative is implemented in accordance with best practices and technical standards.
- Participate in inception and planning with the selected firm.
- Oversee and provide technical guidance during reconnaissance field visits to Sio-Siteko and Mara Wetlands; advising on the overall direction and implementation of the initiative, ensuring that it aligns with project objectives and goals.
- Review and validate the firm's approach to stakeholder consultations and baseline data assessments.
- Provide regular input and feedback to the consultancy firm, ensuring timely deliverables to meet project requirements, expectations, and quality standards.

#### **(ii) Guidance on System Design, Development, and Deployment**

- Advise on appropriate citizen science technologies and data management systems.
- Provide input during the design and testing of the data collection process, data processing, and data visualization on the platform.

- Validate the functional requirements and oversee system deployment at pilot sites.
- Identify and address technical and implementation challenges, propose solutions and recommendations to ensure project success.
- (iii) Capacity Building Support**
  - Support the firm in identifying institutional and community capacity gaps relevant to the citizen-led data system.
  - Contribute to the design and delivery of training modules for local communities, data collectors, and government experts.
  - Support on-site coaching and technical support as required.
- (iv) Documentation and Knowledge Transfer**
  - Guide the development of a user-friendly toolkit/manual for citizen-led data collection and management.
  - Review and ensure quality of documentation produced by the firm (including training materials, user guides, and lessons learned).
  - Support knowledge-sharing sessions with NBD, NDFs, and other partners to ensure effective handover of systems and processes.
- (v) Support for Scale-up Strategy**
  - Advise NBD and the Firm on scaling-up the pilot model to other sub-basins.
  - Contribute technical insights to planning documents, proposals, or strategy briefs for future replication.
- (vi) Support capacity-building efforts for local communities and National Discourse Forums (NDFs) for advancing data-based conversation for transboundary Water resources management.**
  - Support the coordination with community consultations for transboundary projects (Sudd, Kagera, Sio-Siteko), ensuring inclusive dialogue, feedback mechanisms, and integration of community perspectives into planning.
  - Support the strengthening of NDFs' capacity through targeted training, partnerships with institutions and media, and monitoring of engagement efforts.
- (vii) Support NBD in Resource Mobilization**
  - Conduct donor mapping and develop donor database.
  - Develop concept notes and proposals for submission to potential development partners in the areas of citizen science data.
- (viii) Perform other duties assigned to him/her as appropriate.**

## **5. QUALIFICATIONS AND EXPERIENCE**

- (i)** Advanced university degree (Masters) in one of the following fields: Development Studies, Data Science, Demography, Water Resources Management, Environmental Science, Hydrology, Climate Change, Natural Resource Management, Sociology, or a closely related field.

- (ii) A minimum of 5 years' experience in community-based participatory data collection; monitoring and evaluation systems; open data, citizen science, or community mapping projects; working with NGOs, government, or academic institutions on data or service delivery.
- (iii) Demonstrated experience and skills in training local communities to collect data on biodiversity, wetlands management, water quality/quantity monitoring, and bringing together communities and relevant government authorities to arrive at a joint approach to catchment management.
- (iv) Demonstrated experience in developing and/or supporting the development of easy-for-use toolkits for catchment management.
- (v) Hands-on experience in developing concept notes and proposals for resource mobilization.
- (vi) Willingness to travel to remote fields/sites and provide coaching services to NBD and communities on the application and use of the toolkit.
- (vii) Experience in working with civil society organizations, communities, and government institutions in Africa.
- (viii) Familiarity with the Nile Basin context and networks such as NBD/NDFs is highly desirable.
- (ix) Excellent writing and reporting skills in English; knowledge of French is an added advantage.
- (x) Key technical skills expected: data visualization and communication to non-technical audience, strong understanding of participatory data collection methodologies, data quality assurance and validation techniques; understanding of ethics and informed consent protocols.

## **6. NBD PROFESSIONAL VALUES:**

All NBD employees are expected to demonstrate the following key standards:

- A commitment to achieving results, through proactively exploring what should be done to promote equity, sustainable development and to improve the lives of poor people.
- High levels and unstinting respect and courtesy for all genders, cultures, faiths, social backgrounds and for sufferers of HIV/AIDS, and a commitment to protecting vulnerable people.
- Integrity, honesty and compliance with NBD's ethics policy.
- Impeccable levels of professionalism, technical rigor, reliability and attention to detail.
- Constructive, positive and optimistic engagement to turn problems to solutions, challenges to opportunities, and to help people and partners achieve mutual goals.

## **7. WORK STATION AND REPORTING**

The Programme Officer will be placed at the NBD's Secretariat Office located in Entebbe-Uganda as full-time staff. He/she will travel to the selected sites in Sio-Siteko and Mara wetlands to supervise the activities of the Consultancy Firm. The incumbent will work under the overall

supervision of the Regional Manager and in close collaboration with the Regional Monitoring and Evaluation Officer.

#### **8. TIME FRAME**

The duration of the contract is Eighteen (18) months, renewable based on performance and availability of funds.

#### **9. APPLICATION SUBMISSION**

Interested and suitably qualified candidates shall submit an expression of interest/letter of motivation, highlighting experience and skills, and an updated CV to:

The Nile Basin Discourse via email: [info@nilebasindiscourse.org](mailto:info@nilebasindiscourse.org) by *22<sup>nd</sup> August 2025*.