

**Terms of Reference**  
**LEAD SOCIAL SPECIALIST**  
**TÜRKİYE CLIMATE SMART AND COMPETITIVE AGRICULTURAL**  
**GROWTH PROJECT (TUCSAP)**

**1. Background**

The Ministry of Agriculture and Forestry (MoAF) has received financing from the World Bank in the form of a loan (hereinafter called “loan”) toward the cost of the “Türkiye Climate Smart and Competitive Agricultural Growth Project (TUCSAP)” (the Project). MoAF intends to apply a portion of the proceeds of this loan to eligible payments under the contract for which this Terms of Reference is issued.

The Project will support the agri-food sector in transitioning toward a more sustainable, competitive and climate-smart growth orientation by enhancing capacity in a range of areas, including information generation and dissemination to contribute to sustainable soil and land-use planning/management; agricultural data collection and analysis; and animal health aspects, and by supporting innovation and the use of smart farming/climate-smart technologies and practices by farmers and agricultural enterprises. The project investments are expected to contribute to increased agricultural productivity/competitiveness, resilience, and sustainability. The Project will be implemented in targeted regions in Türkiye.

The implementation of the Project will follow World Bank’s (WB) fiduciary, environmental, and social policies and national requirements.

The Project will be implemented through four components, namely as (1) Institutional Capacity Strengthening for Climate Smart Agri-food Policy, Planning, and Investments, (2) Enhancing Animal Health Capacity for Effective Disease Surveillance, Diagnostics and Control, (3) Investments for Enhanced Productivity, Resource-Efficiency, and Climate Resilience, (4) Project Management, Monitoring, and Evaluation.

Component 1 will support the strengthening capacity for sectoral planning, with a specific focus on narrowing information gaps in relation to Türkiye’s soils and land natural capital, to contribute to their sustainable planning and management. Component activities will also enhance MoAF’s digital blueprint for data collection and information management to support smart policy monitoring and programming.

Component 2 will support two main activities: strengthening the capacity of Veterinary Control Institutes (VCIs) (Subcomponent 2.1) and support to establish the National Veterinary Medicinal Control Center (Subcomponent 2.2). The component will follow best practice (i.e., World Organization for Animal Health, EU) to support feasibility assessments, laboratory facilities, laboratory equipment, technical training for staff (as per the National Reference Laboratory defined plans for all laboratories), and information systems. Designs to maximize green and resilient (e.g., energy saving, seismic resistance) elements in infrastructure and equipment will be considered in the feasibility assessment.

Component 3 will support the dissemination, validation and adoption of Climate Smart Agriculture (CSA) technologies and practices, as well as Research, Development and Innovation (RD&I) efforts. The adoption of CSA technologies and practices will contribute to improved agriculture performance via productivity gains, cost reductions, more efficient resource-use (fertilizers, pesticides, energy, water) and improved climate resilience, while also generating important climate mitigation benefits and reducing pollution. Investments under this

component are also expected to generate key agricultural data to support decision making by farmers and enterprises and to inform policy design. The component will encourage the uptake and effective use of innovative/disruptive CSA technologies/practices by closing knowledge and skill gaps and by providing financial support and technical assistance to producers and enterprises. Subcomponent 3.1 will pilot a geothermal greenhouse business model to build infrastructure and mobilize private (including small/middle size) investors rapidly, while maintaining the advantages of a cluster. Subcomponent 3.2 will primarily focus on awareness creation, dissemination and providing co-funding opportunities for digitally enabled technologies and solutions (smart and precision agriculture). Subcomponent 3.3 will pilot and promote innovative approaches for manure management to overcome existing knowledge, physical and logistical barriers. Subcomponent 3.4 will support the implementation of the RD&I agenda around CSA in alignment with priorities identified in the recently launched Green Deal Plan including reducing the use of pesticides, enhancing nutrient management (through biofertilizers), and enhancing energy and water efficiencies and support climate-related assessments

Component 4 will support all project management functions. It will include support for a Project Coordination Unit (PCU) and Project Implementation Units (PIUs) for: (i) strengthening capacity for day-to-day project management of technical, fiduciary, Monitoring and Evaluation (M&E), Environmental and Social (E&S) issues; (ii) grievance redress, citizen engagement, and implementation of the communications; and (iii) M&E of project activities, including impact assessments, beneficiary satisfaction surveys, and development of an integrated system for project management and monitoring of project outputs and outcomes.

MoAF shall establish and maintain a Project Coordination Unit (PCU) hosted at ABDGM (General Directorate of EU and Foreign Relations) to manage and coordinate the entire Project with qualified and experienced personnel and resources to support the management of Environmental, Social, Health and Safety (ESHS) risks of the Project, including one lead environmental specialist and one lead social specialist. These two Lead Specialists will be responsible for the activities of BTGM, TAGEM and ABDGM in addition to their supervision duties.

Two environmental specialists and two social specialists will also be hired by the PCU. One (1) social specialist and one (1) environmental specialist will work for PIU of TRGM and one (1) social specialist and one (1) environmental specialist will work for PIU of GKGM. The brief summary of the implementation arrangements is presented in the table given below.

	PLACE OF DUTY	The Directorate General to be Affiliated with
<b>SOCIAL TEAM</b>		
Lead Social Specialist*	PCU	BTGM, TAGEM, ABDGM
Social Specialist	PIU	TRGM
Social Specialist	PIU	GKGM
<b>ENVIRONMENTAL TEAM</b>		
Lead Environmental Specialist*	PCU	BTGM, TAGEM, ABDGM
Environmental Specialist	PIU	TRGM
Environmental Specialist	PIU	GKGM
<i>*The lead specialists will be responsible for the overall supervision of the project activities to be implemented by different Directorate Generals.</i>		

## **2. Scope and Objective**

In the scope of the Project, one (1) Lead Social Specialist needs to be recruited at the PCU level.

Specifically, the Lead Social Specialist will be responsible to oversee and ensure implementation of the project's social impact and risk mitigation plans and monitoring of all social aspects of the Project in line with the provisions of Environmental and Social (E&S) documents (Environmental and Social Management Framework [ESMF], Resettlement Framework [RF], Labor Management Procedures [LMP], Stakeholder Engagement Plan [SEP]) prepared for the Project in line with the World Bank's Environmental and Social Framework (ESF) and as per the Environmental and Social Commitment Plan (ESCP)<sup>1</sup>.

Additionally, the Lead Social Specialist will be responsible for supervising and monitoring the gender and citizen engagement activities described in the Project Appraisal Document (PAD).

The Lead Procurement Specialist will work under the supervision of the Project Coordinator at the PCU.

The Lead Social Specialist (together with the two social specialists in the Project Implementation Units [PIU]) will work in close collaboration with the environmental team and other relevant specialists in the project team such as procurement specialist, financial management specialists, Monitoring and Evaluation (M&E) specialists, etc.

## **3. Qualifications and Skills**

- At least Bachelor's Degree in social sciences, sociology, economics, public relations, education, psychology, or any other field related with social sciences;
- Master's Degree/PhD. in social development, sociology, social studies, or related fields in the social sciences will be an asset,
- Minimum 7 years' general work experience as social specialist (experience in agriculture projects and grant allocation will be an asset),
- Minimum five years' experience as social expert in management and preparation of ESIA studies, E&S due diligence studies, and social baseline data collection, stakeholder engagement, public consultation and disclosure in the local and international context such as World Bank/IFC/EBRD/EU, AFD and United Nations and/or resettlement expertise;
- Proven experience and ability to engage and communicate effectively with diverse stakeholders including citizens of diverse backgrounds, communities, civil society organizations, local government, civil works contractors, government agencies, etc.
- Strong familiarity with the World Bank's ESF or similar environmental and social policies of the IFIs will be an asset,
- Experience of working with public agencies and institutions will be an asset,
- Good command of spoken and written English and Turkish,
- Proficiency in key computer applications, e.g., Word, Excel, PowerPoint, MS Project,
- Excellent interpersonal and communications skills,
- Ability to travel without restriction,

---

<sup>1</sup> Documents are available at <https://www.tarimorman.gov.tr/ABDGM/Menu/160/Tucsap-Proje-Sayfasi>

- Teamwork skills,
- Analytical thinking and problem-solving skills, and
- Completed military service for male candidates.

#### **4. Duties and Responsibilities**

- a) Lead and supervise the Social Specialists and work in close collaboration with the Lead Environmental Specialist and other relevant specialists in the project team on internal supervision of project operations and PIUs' activities to ensure compliance with the ESF instruments prepared for TUCSAP (ESMF, ESCP, LMP, RF, SEP), sub-project specific environmental and social documents to be prepared (ESIA, SEP, RP, LM Plans, Ex-post Social Audit, etc.) and with the timelines specified in the E&S documents and in the Project Operational Manual (POM),
- b) Ensure the Project and all its sub-projects are implemented in accordance with the requirements of Turkish Legislation and the World Bank's Environmental and Social Framework (ESF),
- c) Ensure that relevant environmental and social procedures in line with national legislation and the World Bank Environmental and Social Framework (ESF) are conducted in case of any change in the design of the sub-projects, if deemed necessary, and follow up on their implementation;
- d) Carry out E&S screening of the sub-projects regarding E&S risk categorization according to the World Bank's ESF requirements to ensure all potential social impacts are identified and addressed under applicable RPs/Ex-Post Audits/ESMPs/ESIAs and implemented prior and during civil works. In particular, ensure that vulnerable and disadvantaged groups are identified, and differentiated measures are taken to protect them for being disproportionately affected by the project, and ensure their equal participation in project benefits;
- e) Provide final review of Environmental and Social Assessment (ESA) documents prepared by the PIUs, prepare comments/recommendations to the PCU, PIUs and/or relevant stakeholders and take necessary actions to provide the required quality of these documents/reports before the submission to the World Bank and provide approvals as per WB's ESSs requirements;
- f) Review, revise and consolidate ESIA, ESMP, RPs, Ex-post social audits, SEPs, procedures/method statements for site-specific issues in line with Turkish Legislation and the World Bank Environmental and Social Framework (ESF); review and revise the relevant parts of the POM accordingly;
- g) Carry out overall supervision of the Grievance Mechanism (GM) including recording complaints, conveying them to relevant units for resolution, and following the timely provision and the quality of the resolutions;
- h) Facilitate and support the maintenance and the management of the Grievance Mechanism (GM) in close coordination with the PIUs. This includes collecting information from the field, logging and analyzing this information, as well as following up on any questions, comments and complaints, as necessary, and monitoring the closure of grievances and reporting to project management and stakeholders.

- i) Ensure GM is adapted to be able to receive, report, and address complaints of any kind, including complaints related to sexual exploitation and abuse (SEA) and sexual harassment (SH) in full confidentiality;
- j) Supervise, monitor and control the social performance of the Project activities and as well as the grant programs to be implemented, as defined in the Project documents; namely Environmental and Social Management Framework (ESMF); Resettlement Framework (RF), ESIA/ESMPs, SEPs, Resettlement Plans /Ex-post Social Audits;
- k) Keep the PCU and PIUs fully informed about social issues and monthly social performance of the project, on the need to update E&S documents when/if necessary, in the course of implementation of the Project, as well as in case of the domestic legislation changes;
- l) Anticipate/identify social risks and define measures to adopt a mitigation hierarchy approach (avoid, minimize, reduce, compensate/offset of these risks and impacts) in case of not defined risks in the Project document have been faced;
- m) Ensure (including close monitoring and supervision), in coordination with the Supervision Consultants, that the commitments given in the ESIA/ESMPs, SEPs, LMP, RPs, Ex-post social audits reports and other relevant management plans (Traffic Management Plans, Community Health and Safety Plans, etc.) are finalized, approved and implemented on the field as scheduled;
- n) Ensure necessary mitigation measures/actions are implemented for the implementation of RF, all eligible persons are compensated in a timely way and appropriately, that proper approaches and tools are being used to conduct site activities in compliance with RF, RP and Ex-post Social Audits as well as other Project requirements,
- o) Support the PCU and PIUs for preparing and presenting Quarterly Progress Reports to the World Bank, to document the social issues within the scope of the construction and compliance activities completed during the period and to track the resolutions of any issues that may occurred, for all sub-projects under implementation.
- p) Assist to PCU/PIUs in the preparation of social assessment issues of tender documents for the coverage of social risks and their management; in particular, support the relevant stakeholders in the finalization of the environmental, social, health and safety (ESHS) qualification criteria in the bidding documents;
- q) Supervise and conduct site visits for the assessment of the social issues of the Project; assist/participate in audits and monitoring missions conducted by the World Bank or the any other authorities and other implementing agencies;
- r) Supervise and conduct “on-the-job” or specific trainings on the social issues (including gender, SEA/SH and social inclusion) related to the project scope requested by the other PIUs and ensure PCU and PIU teams are well aware of the project documents especially LMP, SEPs, RPs, Ex-post social audits reports and etc.;
- s) Monitor and supervise the implementation of SEPs and all engagement activities conducted by implementing agencies and provide recommendations to PIU teams and update PCU on any issues that would require additional measures to be taken for communicating project related issues to stakeholders.
- t) Monitor land acquisition activities to ensure that land acquisition activities are executed in line with all relevant national legislation and ESS5.

- u) Ensure that all approvals/licenses are in place prior to carrying out the Project activities and make sure all records are kept accurately including the permits collected by the Contractor/s;
- v) Provide guidance to the PCU/PIU management and personnel for achieving compliance with all applicable ESF social standards and requirements.
- w) Plan, organize and implement stakeholder engagement activities including stakeholder consultation meetings, as per SEP in a timely and effective manner.
- x) Design beneficiary satisfaction surveys,
- y) Perform other duties assigned by Project Coordinator emerging in the frame of this Terms of Reference.

A more detailed list of services may be provided to the Lead Social Specialist upon contract of employment.

## **5. Duration and Location of Employment**

The position will be based in Ankara as a member of the Project Coordination Unit and the Lead Social Specialist will be expected to travel to civil works sites and other relevant sites under the project throughout project implementation. The project has a 6-year duration. The planned duration of service of the Lead Social Specialist is foreseen to start in the third quarter of 2022 and will end in the first quarter of 2028 corresponding to the closure of the Project or on the project's extended closure date. The Lead Social Specialist will be required on a full-time basis.

Two-month probation period will be applied, by renewable 1-year contracts, till the end of the implementation, if performance is satisfactory.

## **Annex 1: Project Documents**

- Loan Agreement between the International Bank for Reconstruction and Development (IBRD) and Republic of Türkiye
- General Conditions for IBRD Financing: Investment Project Financing (December 15, 2021)
- The World Bank Procurement Regulations for IPF Borrowers – November 2020
- WB's "Guidelines on Preventing and Combating Fraud and Corruption in Projects Financed by IBRD Loans and IDA Credits and Grants", dated October 15, 2006 and revised in January 2011 and as of July 1, 2016 (Anti-Corruption Guidelines)
- National regulations as and when become relevant
- TUCSAP Project Procurement Strategy for Development (PPSD)
- Project Operations Manual (POM) of Türkiye Climate Smart and Competitive Agricultural Growth Project (TUCSAP) (being prepared)
- TUCSAP Environmental and Social Documents
  - Environmental and Social Management Framework (ESMF),
  - Stakeholder Engagement Plan (SEP),
  - Labor Managements Procedures (LMP),

- Environmental and Social Commitment Plan (ESCP).  
(available at <https://www.tarimorman.gov.tr/ABDGM/Menu/160/Tucsap-Proje-Sayfasi>)
- TUCSAP Grant Manual (to be prepared)
- TUCSAP Communication and Visibility Plan (to be prepared)
- TUCSAP Grievance and Redress Mechanism procedures (to be prepared)