

Terms of Reference

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is an international cooperation enterprise for sustainable development with worldwide operations on behalf of the German Government. GIZ Philippines seeks a qualified candidate for one (1) position as:

Advisor – Solid Waste Management Expert (Band 4)

to support implementation of a proposed waste management programme through technical expertise and to contribute to the achievement of the programme's objectives, in close coordination with other GIZ experts, staff, and programme partners in the Philippines. *This position is subject to funding and contingent upon the award of the corresponding commission. Recruitment and contract award under this ToR shall only proceed upon formal receipt of the commission.*

Main Role:

The Advisor will support and coordinate programme implementation by providing technical expertise and contributing to the achievement of the programme's contractual targets.

The position will focus on close collaboration with key national government agencies, as well as with private sector stakeholders, both at the national level and in the programme target cities. The position will focus on working with other relevant national government agencies, local government units, private sector actors, civil society organizations, communities, and other stakeholder groups in support of an improved solid waste management, reduced waste leakage, and strengthened behavior change outcomes.

Reporting Relationship:

The Advisor reports directly to the Deputy Programme Manager and shall be based in Makati City or in programme partner's offices, as determined by GIZ Philippines.

In carrying out his/her role, the Advisor performs the following major functions/duties:

A. Responsibilities

- Coordinate activities in accordance with the programme goals, expected results, agreed work plans, and arrangements with partners and supervisors.
- Lead the collection, documentation, and analysis of information related to programme strategy, work planning, implementation progress, and results monitoring.
- Facilitate coordination across national and local levels and promote synergies between technical workstreams, behavior change interventions, and other relevant GIZ projects/programmes.
- Support the intervention co-design process under the programme, including coordination and monitoring of implementing organizations and relevant partners.
- Ensure that behavior change approaches are implemented based on programme design, and monitored accordingly, and for which knowledge products are developed for further dissemination, especially for waste reduction, segregation, proper disposal, environmental stewardship, and community participation.
- Ensure the inclusion of Informal Waste Workers in programme activities, especially in co-design workshops.

B. Tasks

1. Coordination tasks

- Support programme activities in selected cities, municipalities, barangays, or communities.
- Support the design, preparation, and organization of technical workshops, planning sessions, learning exchanges, high-level events, and campaign-related activities in both in-person and virtual formats.
- Coordinate knowledge management as well as monitoring and evaluation of programme impacts at component level and contributions at national and local levels.
- Coordinate appropriate inputs and confirmation of data for programme reports, annual reports, communication materials, and other reporting requirements.
- Support the planning and rollout of evidence-based behavior change campaigns related to solid waste management, litter prevention, plastic reduction, household segregation, citizen participation, and environmental protection.

2. Advisory tasks

- Prepare Terms of Reference (ToR) and other tender documents needed for the core analytical studies of the Programme, including those that have been identified in priority areas; support the selection and management of national and international short-term experts, and ensure quality assurance of work results.
- Provide advisory services in the fields of waste management, circular economy, waste prevention, policy development, organizational development, and behavior change communication.
- Advise counterparts and partners on the design of behavior change strategies, including formative assessment, audience segmentation, message framing, channel selection, campaign implementation, and performance tracking.
- Consult, coordinate, and implement strategies and activities with government institutions, private institutions, academic actors, development partners, NGOs, community-based organizations, and related GIZ-implemented projects.

3. Networking and cooperation tasks

- Support and organize relationships with partner organizations on national and local levels, including relevant government agencies, local government units, community representatives, private sector actors, and civil society groups within the framework of the programme and related GIZ activities.
- Represent the programme and GIZ-implemented activities on circular economy, waste management, environmental rehabilitation, behavior change, and environmental protection in meetings, workshops, conferences, and public events.

4. Other related tasks

- Prepare reports, briefs, presentation materials, and knowledge products, along the Learning and Adaptive Management (LAM) and Monitoring, Evaluation, Reporting, and Learning (MERL) systems.
- Contribute to GIZ Philippines internal coordination and knowledge management structures, relevant working groups, team meetings and country planning processes.
- Perform other programme-related tasks as assigned by the Programme Lead or designated supervisor.

C. Required qualifications, competences and experience

Qualifications

- University degree (MA/MSc, MBA, or comparable qualification) from a recognized institution in engineering, environmental management, solid waste management, or plastic/packaging waste management, business administration with a focus on operations and logistics.

Professional experience

- Minimum of 10 years of relevant professional experience, including at least 5 years of specialized expertise in solid waste management, circular economy, policy development, environmental governance, community engagement, or behavior change communication.
- At least 10 years of practical experience in municipal or large-city solid waste management systems is required, including hands-on exposure to collection, sorting, logistics, disposal, and operational improvement. Experience in Global South contexts is essential, with preference for Southeast Asia. Experience working within, or advising, municipal solid waste operators or companies is strongly preferred.
- At least 5 years of professional experience in a leadership role within development projects, with responsibility for managing teams, consultants, work plans, and budgets. Experience supporting programme management functions, including coordination, reporting, and contract management, is required.
- Demonstrated experience in designing, implementation, management, or evaluation of behavior change campaigns, public outreach initiatives, social and behavior change communication, community mobilization, or strategic communication programmes is required.
- Experience working with LGUs, multi-stakeholder platforms, communities, the private sector, and Producer Responsibility Organizations is an advantage. Proven experience working with GIZ or other international development agencies is also an advantage, particularly in coordinating country-level activities.
- Strong understanding of the Philippine plastics and waste sector, including circular economy approaches, recycling systems, and EPR, is required. Established networks with business associations, private sector actors, and Producer Responsibility Organizations in the Philippines are highly desirable.

Other knowledge, additional competences

- Good communication and analytical skills as well as excellent organizational skills; efficiency, accuracy, and high-quality delivery of all work-related outputs, results and performance orientation.
- Strong work ethic, reliability, self-motivation, proactivity, and ability to handle multiple simultaneous assignments with competing priorities under tight schedules and fixed deadlines, with strong attention to detail.
- Excellent interpersonal skills, ability to work in a team, and strong social competence.
- Strong understanding of communication for development, social and behavior change approaches, stakeholder engagement, and participatory facilitation methods.
- Readiness for travel within the Philippines, including to partner localities, and if assigned by GIZ, also to other programme-related locations.
- Fluency in Tagalog and English (written and spoken) is required.

Period of Assignment: up to 31 August 2027, with a possibility of an extension.