



RCCAME PROJECT



STRENGTHENING INSTITUTIONAL CAPACITY FOR A RESILIENT CARIBBEAN COASTAL AND MARINE ENVIRONMENT (RCCAME) PROJECT

COMMUNICATION INTERN TO SUPPORT THE PUBLICATION AND DISSEMINATION OF THE CARIBBEAN RESEARCH FOR ACTION AGENDA ON CLIMATE CHANGE AND HEALTH

REQUEST FOR EXPRESSIONS OF INTEREST

The Caribbean Institute for Meteorology and Hydrology (CIMH) has received financing from the Caribbean Development Bank (CDB) in an amount equivalent to one million, five hundred and forty-two thousand, and one hundred United States Dollars (USD1,542,100) towards the cost of “*Strengthening Institutional Capacity for A Resilient Caribbean Coastal and Marine Environment (RCCAME) Project*” and intends to apply a portion of the proceeds of this financing to eligible payments under a contract for which this invitation is issued. Payments by CDB will be made only at the request of CIMH and upon approval by CDB and will be subject in all respects to the terms and conditions of the Financing Agreement. The Financing Agreement prohibits withdrawal from the financing account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of CDB, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than CIMH shall derive any rights from the Financing Agreement or have any claim to the proceeds of the Financing.

CIMH, the Executing Agency, now wishes to procure the services of a Communication Intern to support the publication and dissemination of an abridged version of the Caribbean Research for Action Agenda (CRAA) on Climate Change and Health to policy and decision-makers and other relevant stakeholders.

The objective of the consultancy is to support the dissemination of the CRAA and to promote its use by national authorities and regional institutions, lecturers and researchers, funding agencies and partners, civil society organizations, and professionals interested in climate and health action.

The duration of the assignment is expected to be for a period of six (6) consecutive months.

The CIMH now invites interested eligible individual consultants to submit Expressions of Interest indicating qualifications and experience required to provide these consultancy services.

Consultants shall be eligible to participate if:

- a. the persons are citizens or bona fide residents of an eligible country; and
- b. in all cases, the consultant has no arrangement and undertakes not to make any arrangements, whereby any substantial part of the net profits or other tangible benefits of the contract will accrue or be paid to a person not a citizen or bona fide resident of an eligible country. Eligible countries are member countries of CDB and is extended to countries eligible for procurement under the European Union (EU)-funded programme, which are not CDB member countries, in accordance with the [EU Eligibility Rules](#). Consultants are advised to review the detailed eligibility criteria detailed in Section 4 and conflict of interest provisions in Section 5 of the [Procurement Procedures for Projects Financed by CDB \(January 2021\), as published on CDB's website](#). In the assessment of submissions, consideration will be given to qualifications and experience on similar assignments.

All information must be submitted in **English**. Further information may be obtained from the first address below between 9:00 am and 4:00 pm Monday to Friday.

An electronic copy of the Expressions of Interest must be submitted to the following two addresses no later than **4:30 pm Barbados Time on April 24, 2025**. The subject line should read “Expression of Interest – Communication Intern”.

Following the assessment of submissions, the most technically capable and appropriately experienced applicant will be invited to negotiate a contract to provide the consultancy services. The CIMH reserves the right to accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not engaging the services of any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

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RCCAME PROJECT



**STRENGTHENING INSTITUTIONAL CAPACITY FOR A RESILIENT
CARIBBEAN COASTAL AND MARINE ENVIRONMENT (RCCAME)
PROJECT - (GA238/REG)**

**COMMUNICATION INTERN TO SUPPORT THE PUBLICATION AND
DISSEMINATION OF THE CARIBBEAN RESEARCH FOR ACTION AGENDA ON
CLIMATE CHANGE AND HEALTH**

DRAFT TERMS OF REFERENCE - COMMUNICATION INTERN

Funded by the European Union within the framework of the ACP – EU



1 BACKGROUND

1.01 The Caribbean Institute for Meteorology and Hydrology (CIMH) is an Institution of the Caricom Community (CARICOM) and the technical Organ of the Caribbean Meteorological Organization (CMO). The mandate of the CIMH is to assist in improving and developing the meteorology and hydrology services as well as providing awareness of the benefits of meteorology and hydrology for the economic well-being of the sixteen CMO Member States. This is achieved through training, research, investigations, and the provision of related specialised services and advice.

1.02 In achieving its mandate, the CIMH has established an affiliation with the University of the West Indies, Cave Hill campus, where its primary responsibility is to deliver the Bachelor of Science (B.Sc.) programme in Meteorological Organization as (a) its designated Regional Training Centre in the Caribbean for Meteorology and Hydrology and related disciplines, (b) its designated Regional Instrument Centre for the Caribbean, (c) a Centre of Excellence in Satellite Meteorology Training, (d) its designated Regional Climate Centre for the Caribbean and (e) the Pan American Node of the Sand and Dust Storm Warning Alerting and Assessment System.

1.03 The CIMH hosts and manages the Caribbean Centre for Climate and Environmental Simulations established within the last decade in recognition of the region's need for high-speed computing to support operational and research activities in meteorology, hydrology, climatology and marine science. In addition, the CIMH is the Climate Data Centre for CMO member States and is recognised as the leading regional centre for research and development related to meteorology, hydrology, agro-meteorology and climate and their applications. More recently, the CIMH established the Regional Marine Forecast Centre to support operational marine forecasting across the region and to provide some of the science essential for improving marine governance and decision making.

1.04 The CIMH is active in such areas, including but not limited to environmental modeling, hydrological risk impacts forecasting and early warning system development. The CIMH has strong collaborations with other regional institutions such as the Caribbean Disaster Emergency Management Agency, the Caribbean Community Climate Change Centre, the Caribbean Centre for Renewable Energy and Energy Efficiency, the Caribbean Tourism Organization, the Caribbean Development Bank and the Caribbean Agriculture Research and Development Institute in addition to national organisations in CMO Member States. The CIMH also has strong links with the international community inclusive of donor agencies, universities, research and development centres and intergovernmental organisations.

1.05 EarthMedic and EarthNurse was founded in 2020 to mobilise health professionals and others to face the climate and health crisis through advocacy, training, research, and partnerships, beginning in the Caribbean. In January 2021, the NGO was legally incorporated as a not-for-profit, with their headquarters in Trinidad and Tobago. EarthMedic and EarthNurse collaborated with the CIMH in 2022- 2024 on delivery of regional, live-virtual training courses on climate change and health for health professionals and others, which reached over 600 persons in over 30 countries.

1.06 Climate change, along with the related crises of pollution and loss of biodiversity, represents the greatest threat to public health in the 21st Century. Climate change is having multiple adverse health effects in the Caribbean, one of the most vulnerable regions in the world to the effects of the climate crisis. Climate disruptions in the region are at an all-time high, with intense hurricanes, floods and landslides, accelerating sea level rise, extreme heat, warming oceans, and drought causing increased injuries and deaths, heat-related illness, vector borne diseases, mental health disorders, non- communicable diseases, and population displacement.

1.07 In response to this climate/health crisis, in 2021 representatives from five partner institutions - EarthMedic and EarthNurse Foundation for Planetary Health, the Emory Rollins School of Public Health, the Pan American Health Organization, the University of the West Indies, and the Center on Climate Change and Health at Yale School of Public Health -- formed the Research for Action on Climate Change and Health in the Caribbean Project (R4ACCHCP) to develop a Caribbean Research for Action Agenda (CRAA) on climate change and health, and which is now complete. Development of the CRAA was supported by a small grant from the US National Oceanic and Atmospheric Administration (NOAA).

1.08 The CRAA has identified eighteen (18) research priority areas in four domains:

- (a) Health impacts, exposures and vulnerability.
- (b) Adaptation, planning and resilience for health.
- (c) Mitigation actions and health co-benefits.
- (d) Resources and engagement for climate change and health action.

1.09 As a member and co-chair of the R4ACCHCP consortium which developed the CRAA, EarthMedic and EarthNurse is now seeking partnerships to help disseminate and implement the CRAA.

1.10 The dissemination process commenced with the publication of a 150,000-word, unabridged version of the CRAA in early 2024 on the websites of the five partner organisations. This is the first comprehensive climate and health research agenda for the Caribbean, representing literally hundreds of inputs from experts from the region and beyond. Other parts of the dissemination strategy which complement this proposal

include publication of a peer-reviewed paper of 3,500 words on the CRAA aimed at the academic and research community.

2 OBJECTIVES

2.01 The focus of this internship is to disseminate the Caribbean Research for Action Agenda (CRAA) and promote its use by national authorities and regional institutions, lecturers and researchers, funding agencies and partners, civil society organisations, and professionals interested in climate and health action.

3 SCOPE OF WORK

3.01 Within the framework of the Caribbean Action for Resilience Programme, the specific duties and responsibilities of the intern include:

- (a) Participation in online R4ACCHCP coordinating committee meetings and climate and health online webinar workshops.
- (b) Support the dissemination of the CRAA and promotion of its use throughout the Caribbean using a range of media and mechanisms.
- (c) Create a plan and content outline for a joint podcast series with CIMH/EarthMedic highlighting topics from the agenda
- (d) Liaise with the CIMH Communication Specialist to develop an animated infographic to publicize the agenda and to ensure that all CRAA communications products follow the CIMH and donor agencies communications, visibility and branding guidelines and requirements.
- (e) Develop and implement effective communication strategies that build awareness of and the use of the CRAA.

4 QUALIFICATIONS AND EXPERIENCE

4.01 The intern is required to have at least a BSc in either Communications Studies, Mass Communications, Journalism or Public Relations. Specifically, strong consideration will be given to candidates who are currently registered in a MSc programme or have completed the BSc or MSc in the last 1-3 years. In addition, the intern should have:

- (a) General knowledge of climate change impacts;
- (b) Experience in social media and/or production of podcasts
- (c) Experience working within the Caribbean on similar projects for the last 3 years;
- (d) Excellent research, communication and interpersonal skills, with the ability to engage and collaborate with diverse stakeholders;
- (e) Proficiency in English is essential. Proficiency in French or Dutch is an asset

5 REPORTING AND DELIVERABLES

5.01 The Consultant will report to the Project Coordinator and is required to produce:

- (a) monthly progress reports;
- (b) quarterly progress reports;
- (c) animated infographic and communication strategy;
- (d) a plan and content outline for a joint podcast series with CIMH/EarthMedic highlighting topics from the agenda; and
- (e) final report on internship activities.

6 INTERNSHIP ARRANGEMENTS AND DURATION

6.01 The remunerated contract internship will be for a duration not exceeding six (6) consecutive months. The candidate is expected to be stationed in Barbados for the duration of the internship unless otherwise agreed.