

FORESTRY TRAINING INSTITUTE, OLMOTONYI



JOB VACANCY

Terms of Reference for Part Time Technical Advisor

a. Background

On 25th October 2012, the Governments of the United Republic of Tanzania and Royal Government of Norway signed a bilateral agreement for a project entitled “Empowering Communities through Training on Participatory Forest Management, REDD+ and Climate Change Initiatives” (ECOPRC). The goal of the project is “to build the capacity of community groups in Tanzania to manage their resources more sustainably and profitably”; while the purpose of the project is “to enhance the sustainable management of Tanzania’s forest resources in ways that maximize social, economic, environmental and governance benefits for communities engaged in Participatory Forest Management, REDD+ and climate change initiatives”.

It’s a five years project that is being implemented by Forestry Training Institute (FTI), Olmotonyi, Arusha (as a Lead Partner) in partnership with three main partners, namely; the Mtandao wa Jamii wa Usimamizi wa Misitu Tanzania (MJUMITA); the Regional Community Forestry Training Centre for Asia and Pacific (RECOFTC) or more recently known as the Centre for People and Forests based in Bangkok-Thailand and FORCONSULT, the consultancy unit of the Faculty of Forestry and Nature Conservation at Sokoine University of Agriculture, who is the main collaborator.

b. Position Summary

The Technical Advisor (TA) will be responsible for supporting and advising the Empowering Communities through Training on PFM, REDD+ and Climate Change (ECOPRC) Initiative which is implemented in partnership by the Forestry Training Institute (Olmotonyi) of the Ministry of Natural Resources and Tourism and Mtandao wa Jamii wa Usimamizi wa Misitu Tanzania (MJUMITA). The TA will work closely with the Project Manager and shall report to the Forestry Training Institute (FTI) Principal.

c. Responsibilities and Duties:

i. General responsibilities

- Responsible for providing advise on the development and implementation of a national training program to support PFM, Climate change and REDD+ program

- To work as quality controller of documents which will be produced by partners and consultants and review of reports.
- Advise the project team on how to actively engage with PFM, REDD+ and Climate Change processes and networks in the country
- Consult with relevant government units, development partners and NGOs to identify the best practices on PFM, REDD+ and climate change and share them with the project team
- Together with counterparts, participate in Project Management team meetings.
- Provide advise on developing communication and marketing strategies as well as on implementation of business plan of the project.

ii. Specific responsibilities

Consultants

The Technical Advisor will provide support in the development of terms of reference for consultants as well as to advice and developing tools to manage consultants.

Review of FTI Reporting

- The Technical Advisor will receive, review and comment on biannual and annual technical reports from the Project Manager and will provide technical support on all issues relating to the project.
- Provide technical input in addressing comments raised on reports from the RNE and during formal meetings

Review of Reference books

- The TA will receive and review and comment draft reference books and policy briefs produced by project partners

Data sharing

- The Technical Advisor will seek the permission of the FTI Principal before sharing project data with any other institution/organisation or individual outside of ECOPRC partners unless that data is already publicly available.

Conflict resolution

- The Technical Advisor will provide support to project staff including the Project Manager to resolve conflicts.
- The Technical Advisor will help to foster a culture of mutual respect and transparency

Duration and Mode of Work

The Technical Advisor shall be engaged on part time basis; however, the candidate should be willing to allocate enough time for the project (at least 50% of the working hours and/or days)

Location

- The Technical Advisor will be home based with frequent travel to Arusha and other areas as need may arise.

iii. Qualification and experience:

- At least 10 years experience in PFM/REDD+ and Climate change or participatory natural resource management field project/program implementation.
- Master’s degree in Forestry, NRM, Agriculture, Environment or equivalent
- Strong experience in working on Natural Resources Capacity Building/participatory Training and Curriculum Development.
- Strong networking with government units, NGOs and development partners working on PFM, REDD+ and climate change.
- Fluent in written and spoken English.
- Available for travelling to project sites, FTI and meetings when needed
- Good analytical skills.
- Experience in working on reviewing documents and provide technical advice to projects and programmes on PFM, REDD+ and climate change.
- Proven record of timely delivery of services and outputs

iv. Advantages

- Experience on community forestry or community based natural resources management in Tanzania or Eastern Africa.
- Knowledge of spoken Kiswahili will be an added advantage.

The tentative schedule for the procurement process is:

Activity	Time/Date
Invitation to applications posted on FTI website and newspapers	7.09.2015
Deadline for receipt of applications	18.09.2015 at 16.00 hrs.
Notification of award	28.09.2015
Contract signing	05.10.2015

How to Apply:

Please note that FTI will only consider applications sent to ecoprcolmotonyi@gmail.com by **Date 18.09.2015, Time 16:00 hrs.** Your application should include Curriculum Vitae, Motivation letter and a proposal for an effective methodology to undertake the assignment.