UN-REDD Philippines Programme: Supporting Initial Readiness Process

**Terms of Reference**

**National Senior Programme Technical Advisor**

**Background**

The UN-REDD Programme is the United Nations Collaborative initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in September 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As a partner country of the UN-REDD Programme, the Philippines is committed to developing the necessary capacity to implement REDD+ according to the components of REDD+ readiness jointly developed by UN-REDD and the FCPF. The initial national programme will thus contribute to ensuring that the Philippines is prepared to effectively participate in the REDD+ regime resulting from the UNFCCC negotiations, by focusing on key initial elements of REDD+ readiness.

The overall objective of the UN-REDD initial programme in the Philippines is “to increase the capacity of key stakeholders, managers & support groups in forestland, protected areas and ancestral domains to implement REDD+ projects and activities.” This objective will be secured through the following three Outcomes: (i) REDD+ readiness supported by effective, inclusive and participatory management process; (ii) Systematic and structural approach to REDD+ readiness identified through concrete studies of options and inclusive consultation; and (iii) Capacity to establish reference baselines increased.

To implement the initial programme, a UN-REDD Project Management Unit (PMU) will be established at the Forest Management Bureau (FMB) of the Department of Environment and Natural Resources. The PMU will be led by a Programme Manager (PM) who will support FMB to ensure smooth implementation and coordination on a daily basis. The PM will report to the National Project Director.

**Objectives**:

A nationally-recruited Senior Programme Technical Advisor (SPTA) will be recruited to provide technical support to the National Programme Director (NPD) and Programme Manager (PM) so as to ensure effective and timely delivery of programme results. He/She is responsible for overseeing and coordinating all technical aspects of the programme in connection to activities undertaken by other stakeholders in the area of REDD+. The SPTA functions focus on technical aspects, but do also include managerial, supervisory and/or representative functions in close coordination with the PM.

**Specific responsibilities are as follows**:

Project Management

* Support the NPD and PM in strategic planning and preparation and implementation of workplans for programme outcomes, outputs and activities;
* Support the NPD and PM in coordinating preparation and implementation of workplans for programme outcomes, outputs and activities;
* Assist the NPD and PM in establishing effective working relationship with the national and international counterparts ;
* Document and analyze the project’s effectiveness, summarizing lessons learned, successful tools and methodologies and ensuring that the information is shared with all relevant partners;
* Develop and implement a mechanism for Technical Quality Assurance for the project;
* Assist the NPD/PM in the identification of required technical inputs and mobilization of appropriate technical specialists to deliver those inputs.
* Assist the NPD/PM in supervising and coordinating the project to ensure its results are in accordance with the Project Document;
* Assist in monitoring of programme delivery and advise on modifications to the programme strategy and work programme in order to rectify any short-comings in programme delivery;
* Work closely with FMD-DENR and UN agencies for successful programme implementation

Technical Advice

* Provide overall technical guidance and quality assurance to the project;
* Advice the programme on key policies, barriers, opportunities and partnerships;
* Advice key national partners and UN agencies on policy and strategy;
* Advice the Programme on the performance and capacity needs of national partners in Programme implementation;
* Develop recommendations for specific programmes/projects to work with, or partnerships that might be funded under the programme, in relation to key policy development;
* Identify and mobilize specific technical assistance required for the programme, including preparation of Terms of References for consultants and contractors;
* Provide technical guidance to project staff and national / international consultants and contractors;
* Foster and establish technical best-practice links with other related REDD initiatives and, where appropriate, with other regional even global REDD programmes;
* Represent the project at meetings and other appropriate regional and global fora;
* Review all the technical outputs (e.g. reports etc.) to be generated within the scope of the Project, and improve and/or ensure improvement of such reports in accordance with the expectations of the Government of the Philippines and UN agencies.
* Support the PM in collecting, analyzing and sharing knowledge and information regarding REDD initiatives in the country, and international developments regarding REDD.
* Liaise with other initiatives and stakeholders to share knowledge and enhance coordination with regard to technical matters

**Expected Results/Deliverables**

* Quarterly and Annual workplans developed together with the PM.
* Detailed implementation strategy for the programme,
* Detailed TORs for each programme outcome
* Quarterly and Annual technical reports on progress made including lessons learned
* High quality of delivered results

**Recruitment Qualifications:**

Education: Post graduate degree in forestry, environment, earth sciences, economics or a closely related field.

Experience: At least 15 years of experience in forestry management, biodiversity conservation, and sustainable development; At least 10 years international experience as a CTA / Team Leader for complex forestry / sustainable natural resources management projects, of which at least 3 years in the Philippines; Track record of successfully working with a broad variety of stakeholders, from senior government officials to local communities.

Language Requirements: Proficient in English language, spoken and written.

**Other Selection Criteria:**

* In-depth knowledge and practical experience on a broad range of forestry and sustainable development issues, such as: REDD, socio-economic aspects, poverty and forest resources, forest assessment, biodiversity conservation, illegal logging, land tenure, spatial planning, Indigenous Peoples, community empowerment, drivers of deforestation;
* Track record in advising and managing large scale and complex projects related to forestry, natural resources management and biodiversity conservation;
* Ability to analyze and present complex and complicated issues, and to generate solutions;
* Proven record of working in complex teams and programmes in defining and achieving developmental targets;
* Strong managerial/leadership and decision-making skills; interpersonal skills; commitment to team work and to working across disciplines and stakeholders at all levels;
* Proven capacity to liaise and effectively work with international development agencies and government agencies; and
* Computer literate.

**Duration:** 3 months spread over 6 months (?)starting September 2011 (with possible extension)

**Duty Station:** Metro Manila

**Expected Places of Travel (if applicable):** Selected REDD related areas

**Remuneration:** To be determined depending on qualifications