**Terms of Reference**

**National Consultant**

Activity: Review of lessons-learnt, effectiveness of awareness-raising and training activities

Project title: The United Nations Collaborative Programme on Reducing Emissions from Deforestation and Forest Degradation in Developing Countries in Viet Nam (UN-REDD)

Location: Ha Noi, with possible travel to Lam Dong province

Date: 2 months in the period October – December 2011

1. **Background**

The UNFCCC recognizes Viet Nam as one of the top five most affected countries in the world as a result of climate change. Although not suffering from excessive levels of deforestation, deforestation is locally significant, especially in the Central Highlands. Furthermore, natural forests continue to be more fragmented and degraded and their quality is declining. Fast economic growth within the country and the drive to export commodities is an underlying driver of deforestation and forest degradation in Viet Nam. There are growing efforts by the Government of Viet Nam to combat these problems.

The UN-REDD Viet Nam Programme seeks to address deforestation and forest degradation is assisting Viet Nam to get REDD ready through capacity building at national, provincial and local levels. It builds capacity at the national level to permit the Government of Viet Nam to coordinate and manage the process of implementing a National REDD Programme. It is also building capacity at local levels through pilots in two districts in Lam Dong Province that demonstrate effective approaches to planning and implementing measures to reduce emissions.

The objective of the UN-REDD Viet Nam Programme is “To assist the Government of Viet Nam in developing an effective REDD regime in Viet Nam and to contribute to reduction of regional displacement of emissions.” This will contribute to the broader goal of ensuring that “by the end of 2012 Viet Nam is REDD-ready and able to contribute to reducing emissions from deforestation and forest degradation nationally and regionally.” An important activity in achieving the objective is to build awareness of REDD and the underlying principles of sustainable use and management of the forest resources in the peoples of Viet Nam and government staff at all levels.

1. **Overall Objective of assignment**

The overall objective of the assignment is to review training and awareness raising, to collect and analyze internal and external lessons learned during the first two years of the Programme and provide recommendations on how experiences gained can be used to:

1. guide the Programme in its Phase 2 implementation;
2. guide the National REDD+ Programme; and
3. inform other countries getting ready for REDD+.

The assignment will be undertaken jointly with two International Consultants. The National Consultant will collect information and analyze information in Vietnamese language. The National Consultant will support International Consultants in terms of conducting interview activities in Vietnamese, providing logistic supports, and translating material and products from Vietnamese into English, whereas the International Consultants will take leaderships in creating framework for assessing effectiveness of awareness-raising and training activities, and analyzing internal and external lessons learned from REDD+ activities.

1. **Scope of Work**
* Assist International Consultant in reviewing products prepared and/or used since the inception of the UN-REDD National Programme, including training manuals, written awareness-raising material, communication materials and reports.
* Assist International Consultant in reviewing all activities undertaken by the National UN-REDD programme.
* Support interviewing staff leading and involved in the activities about their experiences and make documentation if necessarily.
* Support interviewing people participating at national and sub-national levels in the activities about their experiences and make documentation if necessarily.
* Based on the review and feedback by International Consultants provide key lessons and recommendations for future REDD+ activities jointly with International Consultants.

Under supervisions by National Programme Director, the National Consultant will work closely with International Consultant on reviewing training and awareness raising for 18.5 days and work on lesson learned documents with International Consultant for 25 days.

1. **Expected delivery of milestones and final products**

Two reports on lessons learned. The first one is an internal document. A second report, to be prepared in collaboration with the UN-REDD Viet Nam Programme’s Communication Officer, is to be prepared for wider circulation. Layout and printing of the second document will not be the responsibility of the Consultants.

*Notes:* all reports should be made available in Vietnamese

1. **Required skills and experience**
* Postgraduate degree in Natural Resource Management, Sustainable Development, Communications.
* At least 5 years of working experience in communications for forestry or rural development as well as in capacity building program/project in Viet Nam
* Familiarity with impact assessment.
* Good knowledge of the National REDD+ Program and UN-REDD Program
* High proficiency in both spoken and written English and Vietnamese
* Excellent written and communication skills
1. **Remuneration:** EU-UN-Vietnam cost norm, level VNM-3