



Job Description

Student Intern Danish Forestry College

About the Organization

RECOFTC – The Center for People and Forests holds a unique and important place in the world of forestry. It is the only international not-for-profit organization that specializes in capacity building for community forestry and devolved forest management. RECOFTC engages in strategic networks and effective partnerships with governments, non-government organizations, civil society, the private sector, local people, and research and educational institutes throughout the Asia-Pacific region and beyond. With over 20 years of international experience and a dynamic approach to capacity building – involving research and analysis, demonstration sites, and training products – RECOFTC delivers innovative solutions for people and forests. For more information please visit our website www.recoftc.org

RECOFTC launched a new 5-year program in October 2008 (see Strategic Plan 2008-2013 — People and Forests in a Time of Rapid Change: Strengthening Capacities for Community Forestry to Respond)¹, in which RECOFTC plans to establish country programs in six focal countries. The rationale for this is “to make a difference on the ground for people and forests through the demonstration of proven practices and processes. Lessons learned from these focal countries will be documented and made widely available through knowledge management”. Cambodia, China, Indonesia, Lao PDR, Thailand, and Vietnam have been selected as focal countries, as the timing is opportune to strengthen nascent community forestry initiatives and similar approaches to engage communities and households in forest governance and management. Five of these countries are members of the Association of Southeast Asian Nations (ASEAN), which facilitates exchanges between countries and provides a window of opportunity for engagement at the regional level and to influence regional initiatives.

RECOFTC in Cambodia²

RECOFTC has been engaged in Cambodia through capacity-building activities intermittently over the years. It is currently implementing two projects: ‘Capacity Building for Sustainable Forest and Land Management’ in 7 provinces and ‘Prakas: Community Forestry in Northeast Cambodia in 4 provinces. A new 2-year project ‘*Krub Krong Prey Chheu Yeung* – Managing Our Forests’ has just started. Proposals for a number of other projects have been submitted to donors. RECOFTC has been

¹ http://www.recoftc.org/site/fileadmin/docs/publications/The_Grey_Zone/RECOFTC_Strategic_Plan2008-2013/recoftc_strategic_planning2008_edit20-2_sml.pdf

² <http://www.recoftc.org/site/index.php?id=332>

instrumental in the development of the Community Forestry Program (CFP) for the National Forest Program (NFP) as a member of the NFP Task Force. RECOFTC is also an Associate Member of the Technical Working Group – Forestry and Environment (TWG-F&E) and an active member of the National Community Forestry Program Coordination Committee (NCFPCC).

Location and Duration

The intern will be based in Phnom Penh, Cambodia with opportunity for travel to project sites. The internship period will be for 10 months from September 2010 to June 2011.

Position Summary

The Student Intern works under the overall guidance and supervision of the Cambodia/Laos Country Program Coordinator, and in close collaboration with other RECOFTC country program offices and project staff, Forestry Administration and NGO staff, local authorities, community forestry members and other stakeholders. The Student Intern will gain various experience in project management and community forestry development.

Responsibilities and Duties:

1. Document and establish proposed standard working norms and costing for key activities/processes under the community forestry (CF) formalization and development process;
2. Link practice to policy – documenting and disseminating lessons learnt such that they feed into policy processes;
3. Conduct an inventory of existing small and medium scale forest based enterprises in provinces where RECOFTC operates;
4. Conduct an inventory and assessment of existing CF related networks in provinces where RECOFTC projects are being implemented;
5. Update reference data base and liaise with RECOFTC library to secure needed copies, prepare brief abstracts, and sort out/compile newspaper articles on forests and land, project photos and audio-visual materials;
6. Involve in various aspect of project management such as work planning, coordinating and monitoring field activities, developing case studies, documenting and reporting on trainings and meetings;
7. Support monitoring of CF's overall development in Cambodia and in RECOFTC sentinel sites
8. Assist in the preparation of project concept notes and proposals, including budgeting, logistics timetables, etc;
9. Perform various administrative and accounting tasks as part of day-to-day office operations., including improving and updating the records management system
10. Perform other tasks as assigned by the Country Program Coordinator.

Please send applications to Edwin Payuan, Chief Technical Advisor – RECOFTC Cambodia at edwin@recoftc.org, and include a cover letter and curriculum vitae. Please quote the position title in the subject line of the email. Only short-listed candidates will be notified.