



Vacancy announcement

Position: Nature-based Solutions Demonstration Coordinator, Urban Resilience Building and Nature Project

Application deadline: 4 September 2026

RECOFTC is an international nonprofit organization working towards a future where resilient communities with respected rights thrive in forest landscapes that they manage sustainably and equitably. We take a long-term, landscape-based and inclusive approach in supporting local communities to secure their land and resource rights, stop deforestation, find alternative livelihoods and foster gender equality. We have almost 40 years of experience working with people and forests and have built trusting relationships with partners at all levels. As a trusted, honest broker, we occupy a distinct position as an international organization that supports, informs and brings together governments, communities, businesses, academia and civil society organizations. Our innovations, knowledge and initiatives enable countries to foster good forest governance, mitigate and adapt to climate change and achieve the UN Global Goals.

We operate in the Asia-Pacific region, with country offices in Cambodia, Indonesia, Lao PDR, Myanmar, Nepal, Thailand and Viet Nam.

RECOFTC is a consortium partner in the 60-month Urban Resilience Building and Nature Project, supported by the International Climate Initiative (IKI) and led by the International Union for Conservation of Nature (IUCN). The project aims to strengthen climate change adaptation in up to six local administrative organizations in Chiang Rai and Surat Thani provinces by addressing location-specific risks identified through climate projections, hazard maps and vulnerability assessments.

Adaptation will be strengthened through locally appropriate nature-based solutions, including wetland restoration, conservation and management, improved urban environmental management, forest restoration, urban forests and green spaces, mangrove restoration, sustainable land-use planning and improved management of public and private gardens and commercial landholdings.

As a consortium partner, RECOFTC will support IUCN in implementing Work Packages 2 and 3. RECOFTC will jointly lead the implementation of Work Package 2, which focuses on demonstrating nature-based solutions and selected ecosystem-based adaptation measures in target areas. RECOFTC will also provide technical support to target beneficiaries and relevant local government agencies in implementing project activities.

RECOFTC is seeking a Nature-based Solutions Demonstration Coordinator for the Urban Resilience Building and Nature Project, based at the RECOFTC Thailand Office in Bangkok. The selected candidate will be offered a 24-month contract, with the possibility of extension subject to funding availability and satisfactory performance.

Tasks and duties

The Nature-based Solutions Demonstration Coordinator will be a member of the RECOFTC Thailand Office. The Coordinator will work closely with the Capacity Development and Research Coordinator and report directly to the Country Director.

The Coordinator will be responsible for coordinating the design, planning, implementation, capacity development, monitoring, evaluation and reporting of nature-based solutions demonstrations. The Coordinator will facilitate effective communication, coordination and exchange among project partners, stakeholders and the RECOFTC team to support timely decision-making and delivery of project results.

Specific tasks and duties include:

Project planning and implementation

- Lead the planning, implementation, monitoring, evaluation and reporting of Work Package 2 of the Urban Resilience Building and Nature Project
- Coordinate with IUCN's Field Project Coordinator, consortium partners, key stakeholders and target groups to organize workshops and consultation meetings in Chiang Rai and Surat Thani provinces
- Support data collection for the development of nature-based solutions proposals in collaboration with municipalities, subdistrict administrative organizations and key partners
- Coordinate and facilitate the design, planning and development of nature-based solutions interventions at three pilot sites in Chiang Rai and Surat Thani provinces
- Supervise and coordinate the construction and implementation of nature-based solutions interventions at the three pilot sites
- Support capacity development, training and learning events on urban resilience in collaboration with RECOFTC Thailand and project consortium partners
- Support the assessment of ecological performance using IUCN's Urban Nature Index in collaboration with IUCN's Field Project Coordinator

Monitoring, evaluation and learning

- Monitor progress against planned activities and outputs, project budgets and implementation schedules, and recommend adjustments as needed to ensure effective project delivery
- Support the prudent and accountable management of project financial resources in accordance with IKI, IUCN and RECOFTC policies and procedures
- Prepare project progress reports, including narrative and financial reports and supporting documentation to ensure timely submission
- Contribute to RECOFTC's internal monitoring, evaluation and learning processes by documenting lessons learned, outputs and outcomes
- Support the documentation and dissemination of lessons learned, innovative approaches, tools, processes and good practices generated by the project

Partnerships and communications

- Liaise and build networks with international organizations, private sector entities, non-government organizations and government agencies to support information exchange, strategic collaboration and networking
- Represent RECOFTC at project-related meetings, public events and networking opportunities
- Support advocacy and engagement with government and non-government stakeholders at all levels
- Maintain relationships with key local stakeholders and potential partners interested in collaborating with or supporting the project
- Work with the communications team to document project results, develop communications products, strengthen project outreach and disseminate achievements and lessons learned to wider audiences

Other responsibilities

- Maintain high-quality, traceable project records and information in the project data storage system
- Work with team members to integrate cross-cutting priorities and ensure coherence across the programme
- Perform other relevant duties as assigned by the direct supervisor

Qualifications and experience

Essential

- Bachelor's degree in forestry, environmental studies, development studies, social science or a related field
- At least five years of professional experience in community development, natural resource management, environmental conservation or related field-based training
- Experience in nature-based solutions, urban planning and conservation-oriented livelihood development
- Demonstrated experience in facilitating meetings, consultations and training events
- Strong report-writing skills
- Sound understanding of project management methodologies and tools
- Ability to foster a supportive and cohesive team environment while ensuring projects remain on track
- Strong communication and representation skills with fluency in written and spoken Thai and English
- Strong computer literacy, particularly in Microsoft Office applications, including Excel, Word, Outlook and PowerPoint
- Willingness and ability to travel frequently within Thailand and work with a wide range of stakeholders
- Thai nationality

Desirable

- Strong coordination, task management and time management skills
- Ability to maintain constructive and productive communication with diverse stakeholders
- Openness to working beyond one's core function, with the adaptability and initiative to improve work quality
- Knowledge of databases and online applications
- Commitment to continuous learning, professional development and self-motivation
- Willingness to support the capacity development of team members and partners within the area of responsibility
- Results orientation and the ability to prioritize competing demands and meet strict deadlines
- Understanding of, and commitment to promoting gender equality and social inclusion

RECOFTC's core values

At RECOFTC, our core values are the foundation of our culture and guide all our work. In addition to job-specific skills and experience, the applicant should possess the following characteristics, attitudes and skills:

- Embrace innovation
- Adapt to and learn from challenges
- Nurture commitment, responsibility and ownership
- Collaborate with partners and stakeholders
- Commit to sustainability
- Cultivate participation, gender equality and social inclusion
- Prioritize well-being

Commitment to RECOFTC policies and procedures

- At RECOFTC, we uphold the highest standards of integrity, transparency and responsibility in all our operations. Our policies and guidelines are designed to ensure a safe, inclusive, sustainable and ethical environment for our staff, partners, consultants and the communities we serve.
- All staff, consultants and contractors engaged by RECOFTC are required to comply with RECOFTC's policies and procedures while performing their roles with RECOFTC.

How to apply

Interested candidates are invited to submit a CV and cover letter. The cover letter should describe the candidate's suitability for the position, state salary expectations and provide contact details of three referees, including recent supervisors.

[Please apply by clicking here.](#)

Only shortlisted candidates will be contacted. RECOFTC offers a competitive compensation package. For more information about RECOFTC, please visit our website at <https://www.recoftc.org/>

RECOFTC is committed to non-discrimination and equal opportunity. Applicants will not be discriminated against based on ethnicity, religion, age, nationality, physical disability, sexual orientation, gender identity, colour, marital status, medical condition, or any other classification protected by RECOFTC's values and code of conduct. Reasonable accommodations may be made to enable qualified disabled applicants to participate in the application process. If you require special accommodation, please inform RECOFTC's Human Resources in writing at the time of application. The successful candidate will be selected based on merit. RECOFTC strongly encourages women and individuals from Indigenous and ethnic groups to apply.