Vacancy Announcement

Position: Assistant Program Officer, Climate Change Mitigation through Social Forestry Action in ASEAN Countries initiative, RECOFTC Lao PDR

Application deadline: 20 September, 2022

At RECOFTC, we believe in a future where people live equitably and sustainably in and beside healthy, resilient forests. We take a long-term, landscape-based and inclusive approach to supporting local communities to secure their land and resource rights, stop deforestation, find alternative livelihoods and foster gender equity. We are the only non-profit organization of our kind in Asia and the Pacific. We have more than 35 years of experience working with people and forests, and have built trusting relationships with partners at all levels. Our influence and partnerships extend from multilateral institutions to governments, private sector and local communities. Our innovations, knowledge and initiatives enable countries to foster good forest governance, mitigate and adapt to climate change, and achieve the Sustainable Development Goals of the United Nations 2030 Agenda.

RECOFTC is inviting applications for the position of Assistant Program Officer for the initiative: Climate Change Mitigation through Social Forestry Action in ASEAN Countries. The successful applicant will be based in the RECOFTC Lao PDR office in Vientiane, Lao PDR. The contract duration is 12 months with a possibility of extension subject to funding availability and satisfactory performance.

About the initiative

United Nations Programme on Reducing Emissions from Deforestation and Forest Degradation (UN-REDD) was launched in 2008. It builds on the convening role and technical 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). UN-REDD assists developing countries to prepare to implement initiatives that reduce emissions from deforestation (REDD+). This work includes development of national REDD+ strategies and reporting on baselines and results, following guidance issued by the United Nations Framework Convention on Climate Change (UNFCCC) and the Intergovernmental Panel on Climate Change (IPCC).

As part of the Technical Assistance component of UN-REDD, and with specific support from the Swiss Government, a new initiative was launched for the Association of Southeast Asian Nations (ASEAN) region, titled “Climate Change Mitigation through Social Forestry Actions in ASEAN Countries”. The technical assistance provided by FAO, the lead agency, and UNEP aims to generate evidence and scale up social forestry contributions to climate mitigation in countries in the ASEAN region, building on ongoing programmes and lessons learned from previous work. The initiative will be implemented at the regional level with targeted interventions in three ASEAN countries: Cambodia, Indonesia and Lao PDR. The work will be closely coordinated with the Member States engaged in the ASEAN
RECOFTC is supporting implementation in collaboration with FAO.

Duties and tasks

The Assistant Program Officer supports implementation activities, and reports to and works closely with the country director and senior advisor of RECOFTC Lao PDR.

The main tasks and responsibilities are:

- Collect, summarize and analyse data to assess the extent and potential extent of implementing village forestry interventions in Lao PDR
- Collect, summarize and analyse data to support a country-level comparative assessment of mitigation contribution of different village forestry models, including the potential of village forestry, private initiatives, and different forest management practices and tenure regimes
- Assist in organizing and reporting on in-country consultations and workshops with local and national stakeholders
- Assess current capacity of local stakeholders to monitor and report periodically and accurately on village forestry activities under the national forest monitoring system in Lao PDR
- Help to facilitate participatory discussions to decide on methods and the integration of village forestry monitoring in Lao PDR’s National Forest Monitoring System
- Contribute to developing a capacity building program for stakeholders
- Assist in data collection, updating and analysis on tenure security in relation to long-term investments for village forestry mitigation actions in supporting NDC commitments
- Prepare draft inception work plan, combined annual and semi-annual work plans, reports against work plans in approved UN-REDD format.
- Assist in identifying and including village forestry interventions as mitigation and adaptation actions in the implementation of national action plans
- Assist in identifying actors to promote and accelerate responsible private investments in village forestry
- Perform other tasks as assigned by the RECOFTC Lao PDR director

Qualifications and experience

The Assistant Program Officer will have the following qualifications and experience.

Essential

- Bachelor’s degree in environmental science, social science, natural resource management, forestry, international development or related field
- A minimum of two years’ experience implementing projects involving inclusive natural resource management, good governance and multi-stakeholder engagement
- Experience in project management, including project planning and
reporting, financial management and monitoring, and partner coordination

● Good knowledge of geographic information systems and mapping
● Experience coordinating and facilitating multi-stakeholder platforms and communities of practice that involve capacity building
● Strong team player and able to perform with minimum supervision
● Fluent written and spoken English
● Lao nationality only

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
● Collaborate with partners and stakeholders
● Nurture commitment, responsibility and ownership
● Prioritize sustainability
● Cultivate participation, social inclusion and gender equity

How to apply
Interested candidates are requested to submit a CV and a cover letter indicating why they are suitable for this position, with salary expectations and current contact details of three referees, including recent supervisors. Submit to laos-recruitment@recoftc.org. Please quote the position title in the subject line of the email. Only short-listed candidates will be notified. RECOFTC has a competitive compensation package.

To learn more about RECOFTC, please visit our website www.recoftc.org.

Applicants shall 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 accommodation may be made so that qualified disabled applicants can partake in the application process. Women are strongly encouraged to apply. Please inform RECOFTC’s Human Resources in writing of any special needs at the time of application.
RECOFTC is an equal opportunity employer and the successful candidate will be selected based on merit.

RECOFTC retains the right to offer this position at a job grade relevant to the qualifications and experience of the selected candidate.