



## Terms of Reference Provincial Technical Expert – Capacity Development

IMORTNAT NOTE: This vacancy belongs to a nationally implemented project, which is a joint endeavor between Department of Environment, United Nations Development Programme and European Union. The project is located in the Department of Environment and the incumbent will need to work in a governmental entity.

### I. Background

“Enhancing integrated natural resource management for the restoration of wetland ecosystems and support to alternative livelihoods development of local communities” in the Sistan and Baluchestan province of Iran, is a project developed by UNDP and EU to promote integrated natural resource management for the restoration of wetland ecosystems and support alternative livelihoods. The project is expected to result in:

1. Better capacities and coordination
2. Sustainable land and water management– including Hamoun wetland management and restoration
3. Local economic development including climate-smart agriculture and alternative livelihoods

The project will be implemented for the period of 2020-2025, mainly using EU funds as well as UNDP TRAC funds. The implementation modality will follow National Implementation Modality (NIM), whereby the Department of Environment shall be the Implementing Partner, under the overall management of Deputy Marine and Wetlands of DoE, as National Project Director.

Under overall supervision of the National Project Director (NPD), the national technical expert will work with the National Project Manager to ensure full implementation of the project. She/he will support the team in the provincial office with technical information regarding local community engagement and capacity development approaches. She/he will support the drafting of reports and procurement processes when needed. She/he will provide support to the Project Central and Field Offices.

Approved



## II. Description of work responsibilities

The **Provincial Technical Expert - Capacity Development** is responsible to:

1. Support planning and implementation of the “Enhancing integrated natural resource management for the restoration of wetland ecosystems and support to alternative livelihoods development of local communities” project;
2. Technical follow ups on project activities at national and local levels and implement related tasks to “Enhancing integrated natural resource management for the restoration of wetland ecosystems and support to alternative livelihoods development of local communities” project;
3. Observe the General Conditions, Special Conditions and the Communications and Visibility Plan of EU as per the agreement “MIDEAST/2019/411-077” during the project implementation;
4. Support activities related to planning and organizing field visits, conferences, seminars, training courses etc. aiming at capacity building for project key stakeholders such as provincial DoE and MoJA staff, NGOs and local partners;
5. Support national and provincial offices for better implementation, monitoring and supervision over quick win projects and capacity development programs;
6. Provide technical inputs to project activities where required;
7. Support smooth and timely implementation of Project activities, with focus on component 1, as foreseen in the Annual Work Plan;
8. Support project activities at local and field level and close cooperation with project partners;
9. Support planning and implementation of Communication, Education, Participation and Awareness raising activities in the project sites;
10. Work closely with project staff members, consultants (i.e. national and international), partners, UNDP and stakeholders to facilitate fulfilment of the project objectives specifically in quick win projects;
11. Translate related documents (Farsi to English and English to Farsi);
12. Prepare technical reports, letters and documents (Farsi/English);
13. Provide communication input to project activities where required;
14. Implement any requests related to project document from National Project Manager and M&E Specialist;

## III. Timing, duration and duty stations



The provincial technical specialist will be given a 3-month trial contract which will be extended to the end of 2022 upon the satisfaction of both sides and will be based at the project provincial office in Zabol with focus on provincial activities. She/he will also make periodic visits to the project sites. The Provincial technical expert contract will be subject to annual extension based on satisfactory results of performance review.

#### IV. Qualifications

- Preferably university degree (MSc/PhD) in development sciences (e.g rural development, social science, etc.), Natural resources management/ Environmental engineering or other directly related field;
- At least 3 years previous relevant job experience;
- Previous work experience/knowledge in field of environment and agricultural studies and practices, good knowledge/experience of IWRM, Ecosystem based management, knowledge management/sharing and familiarity with international Hamoun wetlands, would be desirable;
- Excellent inter-personal, communication, networking and negotiating skills and familiar with facilitating skill and participatory approaches;
- Familiarity with the rules and procedures of international organizations strongly preferred, particularly those of the UNDP and EU;
- Fluent English-language speaking and writing skills;
- Basic knowledge of national and local governmental laws and structures, organizational policies/regulations and procedures relating to the position;
- Ability and willingness to travel for requested national and international missions;
- High quality and high impact reporting and paying close attention to accuracy and details and demonstrate skills in office computer use - word processing, spreadsheets, databases and communications software; and
- Familiarity with GIS knowledge is an asset.

Interested applicants should send their application together with their **Curriculum Vitae** and **contact details of two work-related referees** to:

[euproject.vacancy@doe.ir](mailto:euproject.vacancy@doe.ir)

**Closing Date: 25 November 2021**

**Please take note that the vacancy notice title (Provincial Technical Expert) must be referred to in your email subject.**