



**INTEGRATED NATURAL RESOURCE MANAGEMENT (INRM)  
IN THE PRODUCTIVE, NATURAL AND FORESTED LANDSCAPE OF NORTHERN  
REGION OF CAMBODIA**

**JOB DESCRIPTION**

**I. Position Information**

Job Title:	<b>Gender Specialist</b>
Reports to:	<b>Project Director</b>
Contract Type:	<b>National Consultant (NC)</b>
Duty Station:	<b>Phnom Penh</b>
Expected Places of Travel:	<b>Kampong Thom, Siem Reap and Preah Vihear provinces</b>
Contract Duration:	<b>March to August 2023</b>

**II. Background**

The INRM project objective is to promote integrated landscape management for the conservation and sustainable use of biodiversity, natural resources and ecosystem services in the northern part of Cambodia. The intent is to generate multiple landscape benefits including effective conservation of globally threatened species and high conservation forests, improve management of natural resources and ensure the maintenance of ecosystem services. It is aimed specifically at improving the management of protected areas and ensuring their financial sustainability, enhancing the productivity of production and agricultural lands and improving local livelihoods. Increasing demand for forest, agricultural and wildlife products, crop land and agriculture monocultures, and infrastructure and transportation development has accelerated in recent years thereby, rapidly changing the landscape with consequential threats to biodiversity and ecosystem services. The project is thus aimed at addressing these multiple threats by harmonizing socio-economic development, sustainable management of land, forests, natural resources and biodiversity conservation through an integrated management approach, with water as a catalyst, in Northern Landscapes of Cambodia. To achieve these, actions will be taken to – strengthen policies and institutional capacity at the national and sub-national levels to ensure the integration of biodiversity and ecosystem services in sector and sub-national socio-economic development planning.

This will be achieved through three inter-related components that are focused on addressing existing barriers, these are:

- Component 1: Systemic and institutional capacity for integrated landscape management;
- Component 2: Effective management of Protected Areas and surrounding riparian and multiple use production landscapes in Northern Cambodia;
- Component 3: Knowledge management, gender mainstreaming, learning and M&E

**III. Scope of Work**

The Gender Specialist will be recruited based on an open and competitive process. The Gender Specialist will be hired under the Project Components 1 and 3 in order to achieve Outputs 1.1 and 3.2. The Gender Specialist will be responsible to 1) update the gender mainstreaming action plan; 2) develop gender curriculum training manual and materials; 3) implement gender mainstreaming action plan.

The project's target area falls within three provinces namely Kampong Thom, Siem Reap and Preah Vihear where three protected areas (Phnom Kulen National Park, Angkor Protected Landscape, and Kulen Promtep Wildlife Sanctuary) and three watersheds (Stung Siem Reap, Stung Staung, and Stung Sen) are located in. The specialist will work closely with the Project Management Unit (PMU) for review and comments and submit the agreed expected-deliverables to the Project Director for approval.

#### IV. Duties and Responsibilities

Under the guidance and supervision of the National Project Director, the National Consultant (Gender Specialist) will work closely to support the INRM Project Management Unit (PMU) in the implementation of the components 1 and 3 to achieve the Outputs 1.1, 3.1 and 3.2. as well to undertake the specific following task:

##### Update the gender mainstreaming action plan

1. Based on the gender policy analysis report and the existing of gender analysis and mainstreaming action plan (annex 6), update the gender mainstreaming action plan, include identification target group in sectoral planning and management at the landscape level.

##### Gender curriculum training manual and Materials

1. Develop gender curriculum training manual, including workplan, on the integrated gender mainstreaming;
2. Develop education and awareness raising on gender mainstreaming materials, include two video script;
3. Work with PMU to organize consultation workshop on curriculum training manual and gender mainstreaming materials;
4. Based on the comments and recommendation from the workshop, finalize the curriculum training manual and materials.

##### Implementation of gender mainstreaming action plan

1. Work with PMU and INRM partners to organize training workshop for the implementation of gender mainstreaming action plan;
2. Draft and finalize training report with recommendations and lessons learned for further uses.
3. In collaboration with INRM project partners and communication specialist to integrate gender mainstreaming into communication plan, etc.;
4. Work with PMU to promote gender mainstreaming in events, campaigns, etc.
5. Provide activities report on 3 and 4.

**Other tasks may require.**

#### V. Expected Outputs and Deliverables

No.	Deliverables/Outputs (Based on above tasks and responsibilities)	Timeframe
1	Submit Inception report with the inclusion of work plan and budget plan	3 <sup>rd</sup> week of March 2023
2	Submit the update gender analysis and mainstreaming action plan	3 <sup>rd</sup> week of April 2023
3	Submit the draft of curriculum training manual and materials	4 <sup>th</sup> week of May 2023
4	Submit the final draft of curriculum training manual and	3 <sup>rd</sup> week of June 2023

	materials	
5	Submit training workshop report	3 <sup>rd</sup> week of July 2023
6	Submit progress reports (covering from March to August 2023)	1 <sup>st</sup> week of August 2023

#### VI. Institutional Arrangement and Duty Station

The NC will work under the supervision of project director and will work closely with the Project Management Unit (PMU) for generated deliverables/outputs and submit to the Project Director for approval.

The duty station of this assignment is a combination of home-based and/or at Department of Biodiversity Office, Ministry of Environment in Phnom Penh. If any travel to the target provinces as necessary, the Daily Substantive Allowance (DSA) and transportation will be covered by the project and will be arranged by PMU.

#### VII. Duration of the Work

This assignment is for 40 days from March to August 2023. Prior to commencing the assignment, the consultant will be required to prepare an inception report outlining the methodology and a detailed work plan for the assignment which will be reviewed and cleared by PMU and PD.

#### VIII. Payment Milestones

No.	Outputs/Deliveries	Payment Schedule	Payment Amount
1	Upon submission of the deliverable 1	March 2023	20%
2	Upon satisfactory completion of the deliverable 2, and 3	June 2023	30%
3	Upon satisfactory completion of the deliverable 4 and 5	July 2023	30%
4	Upon satisfactory completion of the deliverable 6	August 2023	20%

#### IX. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> <li>At least master's degree in social sciences, natural resource management, and other related fields, preferably gender development.</li> </ul>
Experiences:	<ul style="list-style-type: none"> <li>Minimum 5 years of experiences in gender related programs;</li> <li>Minimum 3 years of experiences in development of gender mainstreaming action plan;</li> <li>Minimum 3 years of experiences in development of curriculum training manual, particularly gender mainstreaming.</li> <li>Familiarity with GEF and UNDP procedures an advantage</li> </ul>

Competencies:	<ul style="list-style-type: none"> <li>• Proven track record in similar assignments</li> <li>• Extensive work experience and proven record in Capacity of gender mainstreaming, including strategy and action plan;</li> <li>• Solid understanding of Cambodia's landscape, biodiversity, and ecosystem issues, including its values and functions,</li> <li>• Proven ability to promote cooperation between and negotiate with a range of stakeholders, and to organize and coordinate multi-disciplinary teams;</li> <li>• Strong leadership and team building skills;</li> <li>• Self-motivated and ability to work under pressure;</li> <li>• Demonstrable ability to organize, facilitate, and mediate; technical teams to achieve stated project objectives;</li> <li>• Strong computer skills;</li> <li>• Flexible and willing to travel as required.</li> </ul>
Language Requirements:	<ul style="list-style-type: none"> <li>• Excellent communication and writing skills in English and Khmer.</li> </ul>
Gender	<ul style="list-style-type: none"> <li>• Equal opportunity for both man and women</li> </ul>

*Interested individual should submit a cover letter, CV and support reference **no later than March 09, 2023 (5:00 PM)** to the PMU of INRM project, Ministry of Environment: Third floor, Morodok Techo Building (Lot 503 ) Tonle Bassac, Chamkarmorn, Phnom Penh, Cambodia and / or email to: [keosamnang.tiep@gmail.com](mailto:keosamnang.tiep@gmail.com). Only short-listed candidates will be contacted for interview.*