



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

JOB DESCRIPTION

I. Position Information

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

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

Under the overall guidance and supervision of the National Project Director, the National Consultant (Communication Specialist) will work closely with PMU to perform tasks such as reviewing the

existing research, KAP reports, provide recommendation for updating or developing communication strategy for mainstreaming biodiversity and ecosystem in sub-national and sector planning and budgeting.

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 communication specialist will work closely with the Project Management Unit (PMU) to review, comments and submit the agreed expected-deliverables to the Project Director for approval.

IV. Duties and Responsibilities

The Communication Specialist will be responsible for the following specific tasks, but not limited to:

a. Conduct KAP assessment of the stakeholders at the target areas

- Review and document the existing Communication Strategies for mainstreaming biodiversity and ecosystem services of relevant projects;
- Review available existing Knowledge, Management and Communication (KMC) including awareness raising materials and Action Plan
- Assess, identify and document the potential partners at the project target areas for collaborative partnership with national governments, NGOs and local communities to achieve broad support for integrated natural resources management across landscapes;
- Conduct consultation meeting on KAP report finding with relevant stakeholders.

b. Develop Knowledge, Management and Communication (KMC) Strategy and its action plan for Northern Region Landscape

- Using KAP report finding to develop KMC strategy and its action plan for Northern Region Landscape that includes media outreach and social media content creation;
- Propose practical platform/channel for an effective project usage and communication.
- Integrate gender, coordination, and budgeting plan into KMC action plan to mainstream biodiversity conservation and protection, natural resource management for inclusion into key sectors (agriculture, agro-industry, tourism, water resources, ...)
- Conduct consultation meeting with relevant stakeholders;

c. Consultation workshop and validation

- Work with PMU to organize consultation and validation workshop to finalize KMC Strategy and its action plan.

d. Other tasks may require.

V. Expected Outputs and Deliverables

No	Deliverables/Outputs (Based on above tasks and responsibilities)	Timeframe
1	Deliverable 1: Submit Inception Report with the inclusion of work plan and budget plan	1 st week of April 2023
2	Deliverable 2: Submit first draft of KAP Report	2 nd week of May 2023
3	Deliverable 3: Submit final KAP Report	4 th week of May 2023
4	Deliverable 4: Submit first draft of KMC Strategy and its action plan	2 nd week of July 2023
5	Deliverable 5: Submit the Consultation workshop report	1 st week of August 2023
6	Deliverable 6: KMC and its action plan and submit to Project Director for approval	3 rd week of August 2023

VI. Institutional Arrangement and Duty Station

The NC will work closely with the Project Management Unit (PMU) for review and comments on the generated deliverables/outputs and submit the generated deliverables/outputs to the Project Director for approval. A short weekly update is expected to meet with the INRM team.

The duty station of this assignment is a combination of home-based and/or be based in 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. Work Duration

This assignment is for 30 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 Deliverable 1.	2 nd week of April 2023	20%
2	Upon satisfactory completion of the Deliverables 2, 3, and 4.	3 rd week of July 2023	40%
3	Upon satisfactory completion of the Deliverables 5 and 6.	4 th week of August 2023	40%

IX. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> At least master’s degree in communication, public relation, environmental science, policy and strategy development, natural resources management or other relevant fields or equivalence.
Experiences:	<ul style="list-style-type: none"> At least 3 years of professional experience in KAP assessment and KMC development; Demonstrated experience in developing KMC or CEPA strategy and action plan, public communication services, coordination and networking on capacity building and awareness raising; Content writing experience for all media platforms; Proven social media and networking expertise; Strategic and creative mindset; Highly computer literate with capability in email, MS Office and related business and communication tools.
Competencies:	<ul style="list-style-type: none"> Excellent analytical capacity and ability to synthesize project outputs and relevant findings for the preparation of project reports; Strong motivation and ability to work and deliver under short deadlines; Ability to understand new terminology and concepts easily and to synthesize information from different sources into a coherent document; Skill in achieving results through persuading, influencing, problem solving and conflict resolution, and working with others as a team/partners.

	<ul style="list-style-type: none">• Maturity and confidence in dealing with senior and high-ranking members of the Government and other international and national and sub-national institutions;• Displays sensitivity and adaptability to different cultures, genders, religions, races, nationalities and age groups;• Good team player, self-starter, has ability to work under minimum supervision and maintain good relationships.
Language Requirements:	<ul style="list-style-type: none">• Good spoken and written communication skills, in English and Khmer.
Gender	<ul style="list-style-type: none">• Woman is encouraged to apply.

*Interested individual should submit a cover letter, CV and support reference **no later than 15th March 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
Only short-listed candidates will be contacted for interview.*