



GEF TRUST FUND
“Strengthening national biodiversity and forest carbon stock conservation through landscape-based collaborative management of Cambodia’s protected area system as demonstrated in the Eastern Plains Landscape (CAMPAS Project)”



JOB DESCRIPTION

I. Assignment Information	
Assignment Title:	National Project Coordinator
Project:	CAMPAS
Post Level:	L-9/10
Contract Type:	Hired Employee
Duty Station:	Based in DBD/GSSD, Ministry of Environment
Contract Duration:	10 Months
Starting Date:	As soon as possible

II. Background

CAMPAS, short for ‘**Strengthening national biodiversity and forest carbon stock conservation through landscape-based collaborative management of Cambodia’s protected area system as demonstrated in the Eastern Plains Landscape**’, is a project funded by GEF Trust Fund. As its title suggests, the project holds the interconnected aim to improve the sustainability of Cambodia’s national system of protected areas, with the complementary objectives to mainstream biodiversity into production forests and promoting conservation of carbon stocks.

The project is delineated into two main components:

Component 1: Strengthened national vision and support for landscape-based protected area and forest management.

Component 2: Integrated landscape management to safeguard forests, biodiversity, and carbon stocks in the Eastern Plains Landscape.

The project design comprises two major outcomes, one at the national level and a supportive outcome at the demonstration site level. At the national level CAMPAS comprises three specific outputs, all oriented to strengthen unity and support for landscape-based protected area and forest management that explicitly addresses national system level issues through measures that include establishing the enabling environment at national level, through communications and awareness, strengthening protected area governance involving inter-agency cooperation, and demonstrating sustainable financing options. At the demonstration site level, the CAMPAS’s four outputs will deliver a sub-regional planning approach for the Eastern Plains Landscape that integrates protected areas and biodiversity conservation into sustainable development – with specific focus on forested landscape connectivity. At this level

it also focuses on integrating forest conservation with sub-regional economic development planning, trying to resolve issues presented by economic land concessions that often ignore and impact upon protected areas, and harnessing integration opportunities with other landscape-level initiatives like those of the Asian Development Bank Biodiversity Conservation Corridors and United Nations Environmental Program Adaptation Fund projects.

The total project budget is **4,718,182 USD for the period of 60 months**. The project will be executed by the **Ministry of Environment** and implemented by United Nations Environment (UN Environment) in close cooperation with other NGOs partners and stakeholders.

III. Functions

Summary of Key Functions:

A **National Project Coordinator (NPC)** will be a key player in project execution, closely liaising with the Project Director and field project personnel, and coordinating all aspects of project implementation management and supervision project and delivery in line with the project document and work plans, and as directed by the Project Director. The coordinator will work closely with the Project Director, and as needed with the Project Steering Committee, the Chief Technical Advisor, and UNEP to ensure the availability of information on progress and performance in the implementation of the project.

Main Duties and Responsibilities

- Oversee and manage project implementation, monitor work progress, and ensure timely delivery of outputs. Report to the Project Director regarding project progress.
- Facilitate implementation and the development of a comprehensive monitoring and reporting system for the project, in close liaison with the Project Director.
- Ensure timely preparation of detailed six-month and annual work plans and budgets for approval by the Project Director and the Project Steering Committee.
- Assist in the identification, selection, and recruitment of staff, consultants, contractors, and other experts as required.
- Supervise, coordinate, and facilitate the work of the administrative/ technical team (consisting of the assistant coordinator, finance/administration staff and national and international consultants).
- Control expenditures and assure adequate management of resources.
- Identify relevant, on-going activities by other government and non-government agencies and establish linkages/networks.
- Facilitate in providing input on Protected Area management, species and habitat conservation, landscape connectivity and restoration, community-development work, integrating biodiversity in government processes, and project impact monitoring.
- Assist with the integration and follow up in the Ministries with the communications work supported by the project.
- Provide input to management and other documents as described in the monitoring and evaluation plan for the overall project. Reports should contain assessments of progress in implementing activities, including reasons for delays, if any, and recommendations on necessary improvements.
- Inform the Project Director, without delay, of any issue or risk, which might jeopardize the success of the project.
- Liaise and coordinate with UNEP as instructed by the Project Director.

<ul style="list-style-type: none"> • Other tasks assigned by Project Director. 	
IX. Recruitment Qualifications	
Education	<ul style="list-style-type: none"> • Master degree in environment, natural resources management, or a closely related field
Experiences	<ul style="list-style-type: none"> • A minimum of 5 years relevant work experience • Demonstrated solid knowledge of biodiversity conservation and protected area management
Competencies	<ul style="list-style-type: none"> • Experience in the public participation development process associated with environment and sustainable development an asset • Experience in working with and collaborating within governments an asset.
Language Requirements:	<ul style="list-style-type: none"> • Excellent knowledge of English including writing and communication skills

Interested candidates should submit a cover letter, CV with support references no later than **12 August (Thursday at 5:00PM)** to the Department of Biodiversity, General Secretariat of the National Council for Sustainable Development, Ministry of Environment: Morodok Techo Building (Lot 503) Tonle Bassac, Chamkarmon, Phnom Penh, Cambodia.

For more information, please:

- Visit us at: www.chm-ncsd.moe.gov.kh or
- Contact Department of Biodiversity, General Secretariat of National Council for Sustainable Development, Ministry of Environment.
Tel: (855) 89 887 723/ 89 456 496
E-mail: job.campas@yahoo.com

Only short-listed candidates will be contacted for the interview.