

I. Position Information

Position : **Capacity Building Expert**
Location : Tehran, with frequent visits to field in five provinces
Type of Contract : Individual Contract
Languages : Farsi, English
Duration of Initial Contract: one year, renewable
Application Deadline : 30th April, 2011

II. Background

The MENARID Institutional Strengthening and Coherence in Integrated Natural Resources Management project has an overall objective of contribute to the removal of barriers to climate-resilient integrated natural resources management (INRM) in Iran by providing coordination mechanisms, policies, inventories of good practice, degradation assessments and INRM training. Participatory, gender sensitive, community-driven demonstration activities of INRM are undertaken in four watersheds, representing a range of dryland situations. The expected outcomes from project's substantive and complementary components include:

1. Enhanced engendered knowledge and understanding of the drivers of land-use change causing land, ecosystem and water degradation with consequent impacts on ecosystem services and local livelihoods
2. An enabling environment for INRM and the use of the enhanced knowledge
3. Community-driven, climate-resilient approaches and techniques for sustainable land and water management demonstrated through INRM practices

The project started in September, 2010 for five years duration. It is implemented by Forest, Range and Watershed Management Organization (FRWO) of the Ministry of Jihad Agriculture (MoJA), Government of Islamic Republic of Iran.

III. Functions / Key Results Expected

Summary of Key Functions : Under the guidance and supervision of the National Project Manager (NPM), Capacity Building Expert will:

- Provide technical inputs to the project staff and local communities to build their capacities in project cycle management,
- Support in developing best/good practices by using participatory approaches and community mobilization,
- Support NPM in other related activities, when directed.

1. Ensures implementation of operational strategies, focusing on achievement of the

following results:

- ❑ Ensure development and implementation of policies and strategies for institutional strengthening of national and provincial government offices involved in the project implementation,
- ❑ Provide coaching and advisory services skill enhancement and capacity building of project staff,
- ❑ Promote the comprehensive capacity development processes in consultation with other experts,
- ❑ Supervise the project's capacity building efforts aimed at government counterparts and local communities,
- ❑ Work closely with project team member to ensure that there is proper coordination and sequencing of capacity building support to the local communities.

2. Ensures effective capacity building and management support, focusing on achievement of the following results:

- ❑ Conduct Training Need Assessment of the project team and local communities and design capacity building plan for them,
- ❑ Prepare annual training calendar and design content of training activities and associated material,
- ❑ Liaise with existing relevant training and capacity building institutions to mobilize human resources for the capacity building,
- ❑ Design, conduct/organize and evaluate the staff capacities as per identified training needs,
- ❑ Provide training/orientation to communities and households on sustainable natural resource management, alternative livelihoods promotion, and disaster risk reduction,
- ❑ Carry out surveys, assessment and feedback analysis to monitor the impact of capacity building on overall effectiveness and efficiency of the project interventions,
- ❑ Conduct study programme and exposure visits as and when required,
- ❑ Follow through with user feedback, progress and integrates the feedback to the future learning initiatives.

3. Support knowledge building and knowledge sharing, focusing on achievement of the following results:

- ❑ Build linkages with academic institutions, training institutions and other government and non- government organizations for effective training and capacity building activities;
- ❑ Document and disseminate best/good practices on participatory approaches and indigenous innovations,
- ❑ Design new training programme by identifying lessons-learned from past activities and building on them,
- ❑ Contributions to knowledge networks and platforms.

IV. Competencies and Critical Success Factor

Corporate Competencies:

- ❑ Demonstrates commitment to UN mission, vision and values,
- ❑ Advocates and promotes the vision, mission, and strategic goals of the MENARID-Iran project,
- ❑ Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability.

Functional Competencies

Knowledge Management and Learning

- ❑ Actively works towards continuing personal learning and development in one or more practice areas, acts on learning plan and applies newly acquired skills,
- ❑ Seeks and applies knowledge, information and best practices from within and outside of the MENARID-Iran project,
- ❑ Actively works towards continuing personal learning and development in one or more practice areas, acts on learning plan and applies newly acquired skills.

Development and Operational Effectiveness

- ❑ Ability to perform a wide range of varied, inter-related tasks,
- ❑ Ability to extract, interpret and analyze data and resolve operational problems,
- ❑ Ability to work with minimum supervision,
- ❑ Ability to train and supervise technical experts & consultants,
- ❑ Ability to plan and organize work.

Leadership and Self-Management

- ❑ Focuses on result for the client and responds positively to feedback,
- ❑ Consistently approaches work with energy and a positive, constructive attitude,
- ❑ Remains calm, in control and good humoured even under pressure.

V. Required Knowledge and Experience

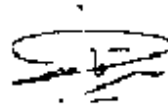
- ❑ Masters Degree in Human Resources Development, Environment and Natural Resources Management, Forestry, Agriculture or related fields,
- ❑ Minimum 5 years of progressively responsible experience in similar areas,
- ❑ Proven strong experience in participatory approaches to development and community empowerment processes,
- ❑ Good understanding of socio-cultural, political and economic background of the local communities, and ability to analyze them,
- ❑ Excellent interpersonal and communication skills,
- ❑ Experience in the usage of computers packages (MS Word, Excel, etc),
- ❑ Previous experience with UNDP/Government of Islamic Republic of Iran's projects in similar position will be an advantage,
- ❑ Earlier experience in implementing PTD/Farmers' Field School concepts, principles, tools and methodologies will be an advantage,
- ❑ Fluency in Farsi and English (reading, writing, speaking).

VI. Additional Information

- Please send a cover letter justifying your candidature together with an updated CV of maximum three pages to -----
- Applications received after the deadline will not be considered.
- Only short-listed candidates will be contacted for further selection process.

Signatures- Job Description Certification

Direct Supervisor (National Project Manager)



Name: Seyed Abolfazl Mirghasemi Signature

Date: 9th April 2011

Acting NPD (National Project Director)



Name: Parviz Garshasebi Signature

Date: 9th April 2011