

## **JOB DESCRIPTION**

**Project Title:** “Anti-Littering Partnership for Green Rural Areas (BSB 1138)” project

**Leading Organization:** The Regional Environmental Centre for the Caucasus

**Post Title:** Expert on Environmental Education

**Contract type:** Service Agreement

**Duty Station:** Yerevan, Armenia

### **SCOPE OF THE ASSIGNMENT**

Expert on Environmental Education is to insure implementation, coordination and evaluation of project educational activities as per the adopted Project work plan. Expert on Environmental Education will support coordination of the Project national team to fulfill project educational outcomes, and to implement assigned tasks.

Under the direct supervision of the Project co-coordinator for the project and in close cooperation with project team, Expert on Environmental Education is responsible for:

- a) Conduct of trainings on waste recycling/sorting for target groups in Armenia
- b) Conduct meetings with pupils in the pilot schools of rural communities regarding river and marine litter problems and modern waste management.
- c) Conduct Drawing Contest in Armenia
- d) Support to the Project team to conduct Clean-up events other environmental activities in the rural communities in Armenia.
- e) Support to the Project team in organizing individual composting in the pilot schools and farms of selected rural areas and the trainings for target groups in Armenia.
- f) Support to the Project team to conduct Roundtables in Armenia.
- a) Participate in all events and meetings conducted in the frame of Project, including study tours.
- b) Support to the Project Co-coordinator in preparation of Reports and Monitoring Plans.

### **QUALIFICATIONS AND EXPERIENCE**

#### **Education:**

Master’s degree or equivalent advanced University degree in environmental sciences, or relevant university degree in combination with qualifying experience in the area may be accepted in lieu of the advanced university degree. Proven knowledge of environmental and sustainable development strategies. Good knowledge of environmental situation in Armenia and understanding of environmental problems.

**Experience:**

At least five years of experience in natural resources related programme/project management at national level and/or international organizations, experience devising educational programmes, development curricula, organization of trainings and project outreach activities, stakeholder engagement and participation. Excellent knowledge of the rules and regulations of REC Caucasus internal administrative, financial and internal control regulations, experience with procurement of goods and services, conduction of tenders and market surveys. Good understanding of country's social-economic and environmental situation. Proven experience of working with local communities.

**Skills:**

- Demonstrates integrity by modeling the EU's values and ethical standards;
- Communication skills, ability to work in multicultural environment and within various stakeholder groups;
- Capacity to take initiative and good judgment in understanding of her/his responsibilities;
- Demonstrated initiative, tact and high sense of responsibility and discretion;
- Good interpersonal and communication skills, high sense of responsibility and accuracy in task implementation;
- Ability to work under pressure and with strict deadlines;
- Fully experienced with computer software and other office equipment;
- Fluency in National, English and Russian languages;
- Ability to travel locally.

**Payment mode:**

Payment will be provided on monthly basis, based on time-sheets approved by Project co-coordinator.

In addition to the consultancy fee the expert will be paid a per diem, according to REC Caucasus established rates and procedures, to cover the cost of accommodation and meals while conducting field research and reimbursed the cost of local transport according to REC Caucasus established rates and procedures. Payment of per diems and reimbursement of expenses will be made only if the travel has been approved by REC Caucasus. Payment will be made upon submission of an invoice supported by receipts.