**The Regional Environmental Centre for the Caucasus** is an independent, not-for-profit organisation

with international character based in Tbilisi, Georgia. The mission of REC Caucasus is to assist the Caucasus states in solving environmental problems and support in building the civil society through promotion of public participation in the decision-making process, development of free exchange of information and encouragement of cooperation at national and regional levels among NGOs, governments, businesses, local communities and all other stakeholders.

**TERMS OF REFERENCE**

**Project Title:** UNEP/GEF “Land Restoration and Ecosystem Service Improvement through Use of Fruit and Nut Tree Biodiversity in Armenia” Project GEF ID 11140

**Leading Organization:** The Regional Environmental Centre for the Caucasus (REC Caucasus)

**Post Title:** Technical Expert on Policy and Stakeholder Engagement

**Contract type:** Service Agreement

**Starting Date:** December 2023

**Duration:** 19th December 2023 – 30th April 2024

**Duty Station:** Republic of Armenia

**THE MAIN DUTIES AND RESPONSIBILITIES**

Under the direct supervision of the Project Manager will have the following responsibilities:

1. Identify and review national and sub-national (provincial) policy and legislative framework including relevant management/development plans and strategies on forestry, biodiversity conservation, agricultures development, use of fruit and nut tree biodiversity aimed at mitigation of the risks of climate change, reduce land degradation and promotion of soil and water resources conservation, restoration, ecosystem services, food security and safety;

2. Identify and review national strategies and policies that support enhancing use of local agrobiodiversity for land and ecosystem restoration;

3. Review current national regulatory framework on wild nut/fruit and other high-value forest resources harvesting, tree seedlings production and supply system and identify gaps in their sustainable management and quality to meet the needs in land and forest conservation and restoration;

4. In consultation with government sectors and stakeholders identify the status of available institutional and financial support and needs for local agrobiodiversity conservation, land and forest restoration at national and regional levels;

5. In consultation with government sectors and stakeholders identify the potential sites and assess the capacity on establishment of Center for Biodiversity and Climate Adaptation Knowledge in peri-urban forest areas;

6. Assess the opportunities of local communities and farmers to benefit from increased availability of nutritionally rich food products (fruits and nuts) and marketing of ecosystem services (eco- and agro-tourism) produced by restored lands and forest ecosystems and financial support from national and provincial governments.

7. In collaboration with Technical Expert on Gender and Capacity Building conduct baseline study on knowledge management and capacity building needs related to policy engagement and enabling environment and ensure that relevant activities are included in knowledge management and capacity building strategy of the project;

8. Review existing conditions and integrate the collected data for baseline setting;

9. Identify and analyse key stakeholder groups including their mapping and project related functions;

10. Ensure action points from the UNEP Safeguard Risk Identification Form process for the PIF stage are fully implemented during the PPG. Address any opportunities/risks identified during the UNEP SRIF Submission;

11. Assist PPG manager in development of the project governance structure, implementation and reporting arrangements;

12. Maintain continuous communication and consultation with PPG manager, PPG team and IEs in development of the project proposal document.

**Competencies:**

* Professionalism: Knowledge of environmental policy including community forest management and green gardening policy (theory and practice) familiarity with methods and principles of community forest management and greening policy and practice; knowledge of

Community Forest Management and green gardening technical regulations in Armenia.

* Communication: excellent communication skills.
* Teamwork: good interpersonal skills and ability to establish and maintain working relations in a multi-cultural and multi-ethnic environment with sensitivity and respect to diversity
* Technology awareness: fully proficient computer skills, especially in word processing, Internet and database utilization.

**Field of study:**

Advanced university degree (Master's degree or equivalent) in Environment related science or Social Sciences.

**Experience:**

At least 2 years of experience in public relations connected with agrobiodiversity conservation or environmental protection

**Language:**

Excellent writing and speaking skills in Armenian and Russian. Working skills in English is an advantage.

**Outputs, Terms and Conditions for provision of services**

Major outputs should be delivered together by the incumbent, the PPG and the International Experts

* Review report on national and sub-national (provincial) policy and legislative on framework including relevant management/development plans and strategies on forestry, biodiversity conservation, agricultures development, use of fruit and nut tree biodiversity aimed at mitigation of the risks of climate change, reduce land degradation and promotion of soil and water resources conservation, restoration, ecosystem services, food security and safety
* Review other national and regional GEF programs that could provide within and cross-country learning experiences.
* Project governance structure, implementation and reporting arrangements document
* Report on available local, provincial and national institutional support needed for project implementation
* Contribute to the capacity development and training strategies to insure they include gender and age equitable policy development training and capacity building
* Identify and review national strategies and policies that support enhancing use of local agrobiodiversity for land and ecosystem restoration

**Tentative schedule for delivery of outputs by the consultant: End of March, 2024**

**Payment mode**

1. Lump sum payable consultancy fee (30 %), upon delivery of the following outputs:

a) Identification and review of national and sub-national (provincial) policy and legislative framework including relevant management/development plans and strategies on forestry, biodiversity conservation, agricultures development, use of fruit and nut tree biodiversity aimed at mitigation of the risks of climate change, reduce land degradation and promotion of soil and water resources conservation, restoration, ecosystem services, food security and safety;

b) Identification and review national strategies and policies that support enhancing use of local agrobiodiversity for land and ecosystem restoration;

c) Review current national regulatory framework on wild nut/fruit and other high-value forest resources harvesting, tree seedlings production and supply system and identify gaps in their sustainable management and quality to meet the needs in land and forest conservation and restoration;

2. Lump sum payable consultancy fee (40 %) upon submission of the following outputs:

d) Identify the status of available institutional and financial support and needs for local agrobiodiversity conservation, land and forest restoration at national and regional levels;

e) Identify the potential sites and assess the capacity on establishment of Center for Biodiversity and Climate Adaptation Knowledge in peri-urban forest areas;

f) Assessment of the opportunities of local communities and farmers to benefit from increased availability of nutritionally rich food products (fruits and nuts) and marketing of ecosystem services (eco- and agro-tourism) produced by restored lands and forest ecosystems and financial support from national and provincial governments.

g) Conduct baseline study on knowledge management and capacity building needs related to policy engagement and enabling environment and ensure that relevant activities are included in knowledge management and capacity building strategy of the project;

h) Review existing conditions and integrate the collected data for baseline setting;

i) Identify and analyse key stakeholder groups including their mapping and project related functions;

3. Lump sum payable consultancy fee (30 %) upon satisfactory completion of the task and upon approval by the PPG Manager/Coordinator of all deliverables, including:

j) Ensure action points from the UNEP Safeguard Risk Identification Form process for the PIF stage are fully implemented during the PPG. Address any opportunities/risks identified during the UNEP SRIF Submission;

k) Assistance of PPG manager in development of the project governance structure, implementation and reporting arrangements;

l) Maintain continuous communication and consultation with PPG manager, PPG team and IEs in development of the project proposal document.

In addition to the consultancy fee the expert will be paid cost of field trips and taxi fees, provided with accommodation, per diems, local transport during in country missions according to REC Caucasus established rates and procedures.

Interested candidates should submit their updated CVs and cover letters to the following address: inforeccaucasus@gmail.com by the 11th of December, 2023, by 12:00 a.m. EVN time. Late or incomplete applications will not be considered.