



## INVITATION TO PROVIDE CONSULTING SERVICES

### EU FAO FLEGT Project Support Consultant for Africa

#### Background

The EU FAO FLEGT Programme is funded by the European Commission and is implemented by FAO's Forestry Department. The programme which started in May 2012 supports local government institutions, civil society organisations and private sector associations to address their priority forest governance and law enforcement needs. The main objective of the Programme is to support the European Union's Forest Law Enforcement Governance and Trade (FLEGT) Action Plan which covers eight thematic areas:

- 1) Sharing or developing information and knowledge about the FLEGT Action Plan;
- 2) Improving transparency in the forest sector;
- 3) Setting up independent monitoring in the forest sector;
- 4) Supporting local communities and community forestry activities in line with the FLEGT process or a national strategy for improving forest governance;
- 5) Supporting improvements in national timber traceability systems, traceability of forest products and national control systems;
- 6) Supporting improvements of policy, legal and regulatory frameworks;
- 7) Supporting private sector initiatives;
- 8) Addressing domestic and regional market issues.

Support to different forestry sector stakeholders is provided through small grants selected through competitive calls for proposals. The programme also provides direct assistance grants upon request of government institutions. Fifty-five projects have been endorsed for funding and are currently being implemented through country level Service Providers in 25 countries. Two calls for proposals will be conducted in the first half of 2014 and approximately 30 additional projects will be identified for funding.

The Programme also provides information services aiming at the development of quality FLEGT related information products and knowledge sharing between stakeholders nationally, regionally and globally.

## **Objective of the Terms of Reference**

The following terms of reference are for a long term consultant. Programme management is seeking a consultant to support the development and oversight of country level projects to ensure consistent and impactful implementation of funded actions.

## **Expected outputs / deliverables**

Specific duties are as follows:

- liaise with field partners (including FAOR, EU Delegations, Heads of Forestry, Private Sector and Civil Society organizations and other relevant stakeholders) in Africa to understand locally defined priorities to improve forest sector governance;
- collaborate with government representatives, FAO Representations, EU Delegations, partner organizations and local stakeholders to support development of projects that directly address defined priorities;
- provide input to the calls for proposals issued by the programme including reception, cataloging, and screening of submitted proposals. There are 200+ proposals submitted during each call for proposals. All proposals received are uploaded into a computerized database and screened for eligibility before being submitted to an expert panel for scoring;
- based on selected and approved direct assistance and project proposals, write Letters of Agreement between the Programme and the project implementing parties (Service Providers) and assure project start up, monitoring and backstopping, and end of project results assessment – this will include liaising with Service Providers, site visits, and evaluation and recommendation for approval or revision of project reports and continuing work plans;
- depending on technical support needs of the individual projects, write terms of reference for technical assistance to address defined country level priorities;
- support the programme to develop FLEGT lessons learning, awareness raising and visibility material as required. This could entail guiding a research or lessons learning process on specific technical or policy related topics, drafting terms of reference for researchers and managing deliverables;
- support the FLEGT Forestry Officer to assure project and programme reporting requirements including timely updates on project activities and inputs for the programme information database, website and newsletter;
- carry out other duties as required.

## **Supervision of the Consultant**

The consultant will be under the direct supervision of the Programme Manager with frequent guidance and input from the FLEGT Forestry Officer responsible for projects in Africa.

## **Qualifications**

The consultant will have the following minimum qualifications and experience:

- University degree in Forestry, Forest Economics, International Relations, or other field relevant to the terms of reference;
- five years of progressively responsible professional experience, including development, management and / or evaluation of field projects relating to forest sector governance;
- experience in providing technical advice and support for forest governance issues;
- experience in working with international organizations;
- experience with FLEGT programmes in Africa is a plus;
- experience in working with the timber industry is a plus;
- good writing, presentation and communication skills;
- fluent in English or French with a working knowledge of the other.

## **Contract**

The contract duration is 6 months, with possible extension. The consultant will be based in Rome (or best suited location).

## **Application**

Interested applicants should submit a cover letter, CV and salary history to the EU FAO FLEGT Programme before **13 April 2014** through Ms Julia Swaling at: [JuliaHedtjarn.Swaling@fao.org](mailto:JuliaHedtjarn.Swaling@fao.org).