TERMS OF REFERENCE

Position title: Regional Coordinator, Forest Carbon, WWF GMP

Reports to: Regional Programme Director, WWF GMP

Supervises: Consultants when required

Location: Vientiane, Lao PDR

Background
The Greater Mekong Region holds significant potential for the development of forest carbon and REDD+ projects and programmes. WWF Greater Mekong Programme (WWF GMP) is now in the process of rolling out its new 5-year strategic plan, in which the development of forest carbon projects is a key component of delivering conservation strategies, particularly in the priority forest landscapes in Cambodia, Laos, Thailand, and Vietnam, and also in support to governments at the national level.

The Regional Coordinator, Forest Carbon will lead the development of a regional Forest Carbon Strategy for WWF GMPO, building on the recommendations of the RESET report and taking advantage of country-specific and relevant regional opportunities for raising financial support for WWF field projects through REDD+ and for influencing national and regional REDD+ policy development.

I. Major Function
The Regional Coordinator, Forest Carbon, in collaboration with the country offices and regional team of WWF GMP, and the WWF Forest Carbon Initiative (FCI) team, develops and delivers a Forest Carbon strategy in line with the WWF GMP Strategic Plan, and the Forest Carbon Initiative Strategic Plan.

II. Major Duties and Accountabilities:
1. Represent WWF and support political facilitation to design, negotiate and deliver a regional GEF programmatic approach for the Greater Mekong Subregion;
2. Develop an overall strategy for WWF forest carbon activities in the region including specific REDD+ projects to be developed within the next 5 years based on the RESET report;
3. Lead the development of Forest Carbon / REDD+ programmes and projects at the country and regional level, as appropriate and in close collaboration with WWF country teams and relevant government, community, donor, and private sector stakeholders;
4. Provide technical expertise to design and implementation of Forest Carbon / REDD+ programmes and projects at the regional and country level, including supervision of field-activities where appropriate;
5. Engage with international financing / funding mechanisms to secure funds to support REDD+ and other forest carbon programme activities;

6. Develop strategic, informal and formal alliances with key partners in the National Governments, including where appropriate participation in national REDD+ working group consultations;

7. Build strategic relationships with relevant national and regional agencies with an interest in Forest Carbon / REDD+ issues;

8. Act as the WWF GMPO focal point for coordination with the WWF Forest Carbon Initiative (FCI) and represent WWF GMPO as necessary in external events/meetings in the region;

9. Organize formal training for building capacity of selected WWF GMPO staff and partners;

10. Support other related programme development and fundraising initiatives for WWF’s regional and landscape conservation strategies, e.g. ongoing GEF5 programme advocacy;

11. Perform other duties as requested by the Regional Programme Director or his/her designate.

III. Supervisory Responsibilities:

- Responsible for the supervision and management of short-term consultants of relevant studies.

IV. Working Relationships:

1. Internal:

   - WWF GMP: Work closely with Regional Coordinator of Policy and Advocacy, and interact with other regional staff; work closely with the Country Directors, and Policy/advocacy staff;

   - WWF Network: Coordinate with network staff supporting and engaged in Forest Carbon / REDD+ activities.

2. External:

   - Act as contact point for relevant stakeholders and partners in the Greater Mekong region, including ADB, ASEAN, GMS Development partners, private sector, conservation organisations, and relevant government counterparts.

V. Minimum Qualifications and Requirements:

1. Education

   - Master degree in forestry, forest conservation, environmental management, international development or relevant fields

2. Knowledge
• Understanding of conservation and development issues in Greater Mekong Region;
• Strong knowledge of Forest Carbon / REDD;

3. Experience
• 5 years of practical experience in forest carbon project development, including field-based surveys and similar forestry activities, preferably in SE Asia;
• Substantial work experience in the Mekong Region and familiarity with key regional and international institutions or corporate, a significant advantage;
• Experience in writing report in English;
• Experience in working with above-mentioned institutions, governments and non-government actors at all levels.

4. Skill
• Coaching and capacity building/development
• Presentation, communications, and negotiation
• Influencing
• Networking
• Planning, organisation, facilitation and coordination
• Report writing
• Virtual support
• Fluency in spoken and written English and native language is an advantage
• Proficiency in MS Office

5. Ability
• Strong team player with ability to work in virtual teams
• Working on own initiative with minimum supervision and to stay on task

6. Personality
• Cross cultural awareness
• Adaptable
• Outgoing

VI. WWF’s Mission and Values:

1. It is part of every staff member's terms of reference to contribute to WWF's mission:
   WWF’s Mission is to stop the degradation of the planet's natural environment and to build a future in which humans live in harmony with nature, by:
   - conserving the world's biological diversity
- ensuring that the use of renewable natural resources is sustainable
- reducing pollution and wasteful consumption.

2. It is also part of every staff member's terms of reference to embody WWF's **values**, which are: Passionate & Optimistic, Challenging & Inspiring, Credible & Accountable, Persevering & Delivering Results.