



JOB DESCRIPTION

Real Time Monitoring Coordinator

Effective from: as soon as possible

Reporting to: Head of Programmes

Duration of Contract: 17 months (with possibility of extension)

Deadline: 17th January 2021

Overview: We are looking for an experienced project manager with good knowledge of forest governance processes to lead our community based real time forest monitoring (RTM) work in Central and West Africa. The successful candidate will work with the RTM, Tech, Policy and Admin and Finance teams to boost implementation of RFUK's [ForestLink](#) system to continue promoting community rights and forest legality, and they will also have the strategic vision to take this work one step forward, to inform and promote forest governance reform.

The Rainforest Foundation UK

Founded in 1989, the mission of the Rainforest Foundation UK (RFUK) is to support indigenous peoples and traditional populations of the world's rainforest in their efforts to protect their environment and fulfil their rights to land, life and livelihood by:

- Secure and control the natural resources necessary for their long-term wellbeing and managing these resources in ways which do not harm their environment, violate their culture or compromise their future.
- Develop means to protect their individual and collective rights and to obtain, shape and control basic services from the state.

Our approach differs from that of other organisations in that we are committed to both human rights and environmental protection. We firmly believe that the best way to protect the rainforest is through empowering indigenous peoples and local communities to defend their ancestral lands. We promote the establishment of community rights to rainforest lands, tackling the root causes of deforestation, and paving the way for local people to benefit fairly from the use and protection of forest resources.

RFUK is recognised as a leading force in the protection of tropical forests and their inhabitants, particularly in the Congo Basin region of Africa. As well as delivering high quality on-the-ground practical projects, often in difficult conditions, the organisation is also known for its strong policy and advocacy work in promoting forest peoples' rights.

We are part of a network of sister organisations, which also include the Rainforest Foundation US and the Rainforest Foundation Norway, and currently work with over 15 indigenous and NGO partners in the Peruvian Amazon and across West and Central Africa.

The Programmes Team

The Programmes Team at the Rainforest Foundation UK is the main team responsible for the implementation of our projects, with our work broadly split into the following thematic areas:

- Land rights and community-based forest management;
- Participatory mapping, community forest monitoring, and land-use planning;
- Threats to forests from the extractive industries, infrastructure development and agroindustrial expansion;
- Conservation effectiveness and the impacts of strict nature protection and forest offset schemes;
- Indigenous peoples' rights, gender and social inclusion.

The Programme: Community Based Real Time Monitoring

The Rainforest Foundation UK (RFUK) launched its ForestLink [community-based RTM system](#) in 2015 in Cameroon, Ghana and the Democratic Republic of Congo (DRC) under the UK government's Forest Governance, Markets and Climate (FGMC) programme. The project carried on for a second phase from 2018 to 2021, incorporating work in the Republic of Congo (RoC). Civil society organisations in each country are responsible for project implementation at the national level.

Currently also operational in Peru and Liberia, ForestLink has proven to be a powerful tool to combat forest illegalities and to advance local communities' rights. It has generated an unprecedented flow of information directly from forest communities, enabling them to send near instantaneous and accurate geo-referenced alerts with easy-to-use mobile phone applications, even from areas with no internet or mobile connectivity.

This work has exposed high level corruption cases; led to important enforcement actions; translated into improved gains for communities from social responsibility agreements; and overall strengthened the technical capacities and advocacy force of local civil society independent forest monitoring platforms. In general, ForestLink has highlighted the importance and untapped potential of community participation in forest governance processes.

Whilst significant progress has been made, much remains to be done to mainstream and sustain such approaches, particularly in terms of building institutional buy-in for Independent Forest Monitoring (IFM), overcoming resistance from vested interests as well as technological and financial constraints. More broadly, while ForestLink has proven its contribution to reducing illegalities, RFUK is now looking to build on the information and capacities built these past years to promote broader governance reform in favour of sustainability and community rights. We will also look to link this work to the international climate and biodiversity agendas, which will reach a pivotal moment in 2021.

This stage of our work will also place renewed emphasis on the protection of environmental human rights defenders (EHRD), to ensure that in country teams can carry out their mission in safety.

Responsibilities

The main responsibility of the post-holder will be to lead on the implementation of the FCDO funded project in Cameroon, DRC, Ghana and RoC, ***Embedding community real time monitoring to sustain livelihoods and forests in Central and West Africa***, working closely with the RTM, Policy, Tech and Finance and Admin teams and under supervision of the Head of Programmes. The post holder will

provide strategic guidance, lead on the policy advocacy strategy liaising with external stakeholders where relevant, as well as provide close support to partner organisations. The post-holder will also coordinate smaller scale projects in West Africa in collaboration with the GIS, Database and Website Officer and provide technical inputs to our work in Peru, under the leadership of the Senior Coordinator- Andean Amazon Programme, ensuring consistency between programmes in both continents.

The RTM Coordinator will be responsible for the following tasks:

Project management

- Ensuring that the projects are implemented in all target countries in West and Central Africa according to the Programmes and project strategy, logframe, budget and timetable and in compliance with donor requirements;
- Managing donor relations in collaboration with the Head of Programmes, including leading on the preparation of narrative and financial reports;
- Assessing and updating the global RTM strategy as well as each in country strategy in collaboration with local partners and relevant RFUK staff and supporting day to day activities in accordance to this strategic vision;
- Supporting the implementation and monitoring of the RTM system in each of the countries, including how it should be organised, data verification and enforcement mechanisms and possible incentives and risks;
- Liaising with national authorities, national and international institutions, NGO partners and other relevant actors, as appropriate;
- Monitoring relevant national and international policy and technical developments, particularly concerning forest monitoring and community based approaches;
- Conducting regular visits to the project countries (up to 16 weeks per year) to follow up on project implementation, undertake stakeholder engagement and provide support to partners, including to remote forest areas as required;
- Managing project budgets with support of the Project Coordinator, Project Officer and Programmes Finance and MEL Coordinator;
- Ensuring implementation of MEL processes, in coordination with the Programmes Finance and MEL Coordinator.

Support to local partners and capacity building

- Maintaining permanent liaison with and providing continuous support to NGO partners to implement and monitor the project, in collaboration with the Project Coordinator and GIS, Database and Website Officer;
- Delivering capacity strengthening and support through mentoring and training to staff of local partner organisations;
- Identifying and developing other potential local partners, as may be appropriate for further project and programme development.

Analysis, information and communication

- Developing a process to standardise and analyse all the data available in the ForestLink platform, and drawing policy relevant insights and recommendations, and working with other members of the team to ensure that the data will be stored and displayed in a way that facilitates analysis in the future.

- Working with the project and Tech teams to explore ways in which these data can be made public.
- Leading on the production of technical outputs, such as studies or policy briefings, coordinating contributions from partners and RFUK staff, as well as engaging and managing the work of consultants, as appropriate.
- Preparing to publications standard text for other materials and publications, as appropriate, including leaflets, briefings, reports and internet material, in liaison with other RFUK staff as required;
- Under the guidance of the Head of Programmes and/or the Executive Director, developing and conducting relevant media outreach;
- Contributing to the development of the RFUK’s organisational knowledge base, such as by providing contacts for the central database etc.

Other

- Supervising the work of consultants, researchers, interns and volunteers as appropriate;
- Representing the organisation in relevant local, national and international fora, on relevant policy issues, as appropriate, and under the guidance of Head of Programmes;
- Assisting in the identification and preparation of new opportunities for programme development, including the preparation of funding proposals relevant for the development of the RFUK Programmes strategy;
- Contributing to the development and implementation of the Programme strategy;
- Participating in RFUK’s strategic development, including attending internal meetings, strategy away days etc.;
- Performing other tasks as may from time to time be requested by the Head of Programmes and the Executive Director.

Person specification

Details	Essential	Desirable
Knowledge and Experience	<ul style="list-style-type: none"> • Master Degree in law, anthropology or international development or a related subject. • At least 3 to 5 years’ experience of project management in a charity or in an international development context, including large scale and complex projects. • Good knowledge of forest governance and community rights, preferably in West and Central Africa. • Ability to lead strategic thinking and strategic project development. • Extensive experience of working with local partners in developing countries and developing civil society capacity and voices. • Fluent in both English and French, written and spoken. • Financial/budget management in a charity/development project context. • High level of competence in using software packages, including main Microsoft Office applications. 	<ul style="list-style-type: none"> • Working experience in Central Africa. • Experience in managing consultants, interns and volunteers. • Excellent negotiating skills and experience of participating in high-level meetings with donors and decision makers. • Experience of downstreaming safeguarding processes

Personal Skills and Attributes	<ul style="list-style-type: none"> • Demonstrable personal commitment to defending human rights, in particular of forest communities and indigenous peoples. • Excellent interpersonal and communication skills – written and oral. • Cultural sensitivity and demonstrable commitment to RFUK’s values and to the principles of inclusion and non-discrimination. • Demonstrable ability to build coalitions and networks for collaboration. • Desire and capacity to work on complex issues in a complex environment. • Careful and conscientious with demonstrable attention to detail. • Excellent organisational and time management skills with the ability to work under pressure and to multiple deadlines. • Willingness and ability to travel up to 16 weeks per year including in remote forest areas, as well as other occasional travel, such as to European destinations. 	
---------------------------------------	---	--

Summary terms and conditions

The post is offered on a fixed term contract until 30th June 2022, with possibility of extension (subject to a 6-month probationary period). The post is a full-time post, based on a 35-hour working week.

The starting salary is from £34,865 to £38,063 gross per annum, depending on experience, including London weighting. Monthly salary is paid by Bank Automated Credit transfer, on the 25th of every month.

Holidays, sick pay and other benefits are provided in accordance with statutory requirements. 30 days paid leave per year are offered. Workplace pension (4% employer contribution).

The place of work is: Units 2-4, The Atelier, Old Dairy Court, 17 Crouch Hill, London, N4 4AP, although remote working is currently encouraged, under government Covid-19 guidance and flexible and remote working arrangement will be considered for exceptional candidates. This is a non-smoking environment. There is no parking provided for the postholder, although bicycles can be stored at location provided.

Equal Opportunities : RFUK is an equal opportunities employer, and makes no discrimination on the grounds of gender, race, age, physical abilities, religious or sexual persuasion.

Interested candidates please send a CV and a cover letter explaining your motivation and suitability for this post (please make explicit reference to the criteria cited in the person specification) to jobs@rainforestuk.org by the 17th of January 2021 23:59 GMT, at the latest. Please indicate in your cover email where you heard about this opportunity.

The successful candidate will be expected to start as soon as possible. Only shortlisted candidates will be contacted.