FOOD AND AGRICULTURE ORGANIZATION OF THE UNITED NATIONS
Terms of Reference for Consultant/PSA

**Job Title**
National Technical Officer for benefit distribution, stakeholder consultations and dialogue with key industries

**Division/Department**
FAO Hanoi

**Programme/Project Number**
UNJP/VIE/044/UNJ

**Location**
Hanoi with in-country travel

**Expected Start Date of Assignment**
As soon as possible

**Duration:**
Full time until 30/06/2012 (with possible extension)

**Reports to**
Name: Yuriko Shoji
Pham Minh Thoa

**Title:**
FAO Representative in Vietnam
National Project Director (NPD)

**GENERAL DESCRIPTION OF TASK(S) AND OBJECTIVES TO BE ACHIEVED**

The UN-REDD Viet Nam Programme will address complexities of developing REDD+-readiness in Viet Nam through capacity building at national and local levels. Firstly (Outcome 1), it will build capacity at the national level to permit the Government of Viet Nam, and especially the Vietnam REDD-Plus Office, the Vietnam Administration of Forestry (VNFOREST) in MARD, to coordinate and manage the process of establishing tools to effectively manage the financial resources and comprehensively distribute the benefits (BDS) to local stakeholders to implement a REDD+ Programme that results in reduction of emission and enhancing the carbon stock through REDD+ activities in relation to performance standards. Secondly (Outcome 2), it will build capacity at the local level through pilots in two districts in Lam Dong province that demonstrate effective approaches to planning and implementing measures to reduce emissions, including participatory monitoring of C-stocks, and ensure fair and equitable distribution of benefits. Thirdly (Outcome 3), it will generate information to help identify what role REDD might play in reducing regional leakage of emissions from forests. As a result of stakeholder input during the Inception Workshop, it was recognized that implementation of UN-REDD will be largely based on the formulation and implementation of discrete technical components, and that therefore there is a requirement for a National REDD Team Leader to provide the technical inputs and substantive oversight and guidance to teams of specialists assembled to implement each component.

Overall objective of the National Technical Officer is to contribute to the capacity building of the Vietnam REDD+ Office in fulfilling its tasks in effectively coordinating and managing all REDD+-related activities and programs/projects.

The National Technical Officer will perform his/her duties under the direct supervision of the National Programme Director of the UN-REDD Programme and under the joint daily supervision of the Director of the Vietnam REDD+ Office and FAO Program Officer.

**KEY DUTIES**

- Provide inputs for the preparation and implementation of REDD+ in Vietnam in term of benefit distribution mechanism, MRV on financial management linked with REL and result-based payment.

- Compile and analyze all activities and proposals for benefit distribution within all REDD+ readiness projects, programmes, and initiatives in Viet Nam, and on this basis make recommendations for BDS policy in Viet Nam.

- Assist the UN-REDD Programme in monitoring consultant work on BDS in general, and BDS Piloting and BDS Consultation in specific, in terms of delivered output against milestones.

- Collect information and create a database on status of fund pledges and disbursement and achievement of all REDD+ programs and projects in Vietnam.
• Assist the Director of the National REDD Office in facilitating the work of the National REDD Network, the REDD Technical Working Group and its sub-Technical Working Groups, particularly the sub-Technical Working Group on BDS, MRV, Governance and local implementation.

• Participate in consultative processes with key national stakeholders (including public sector, private sector, civil society, indigenous peoples, Non-Governmental Organizations (NGOs), etc.) in support of technical aspects of the National REDD+ Program.

• The specialist shall work with other staff of the Vietnam REDD+ Office and consultants to coordinate the stakeholder consultation activities at provincial and lower levels of pilot provinces.

• Collaborate with the staff and technical consultants of the UN-REDD Vietnam Program and other REDD+-related projects and organizations in the development and promotion of the National REDD+ Program.

• Assist in preparing the stakeholder consultation plans and facilitate consultative processes with key relevant stakeholders (including line Ministries, relevant government agencies, private sector, civil society, indigenous peoples, Non-Governmental Organizations (NGOs), etc.) in support of all aspects of the National REDD+ Program, in general, and the formulation of the UN-REDD Vietnam Programme second phase, in particular.

• Lead on the development of effective and sustainable strategies with key industries in Viet Nam that are drivers of deforestation and/or forest degradation so as to secure substantial and verifiable reduction of impacts of those industries in terms of net emissions (and, on an interim basis, substantial and verifiable enhancement of mitigation actions)

• Assist in preparing plans and programs of the Viet Nam REDD+ Steering Committee and the REDD+ Office, in term of budgeting and funding issues

• Assist in organizing REDD+ training programs on REDD+, workshops and seminars on financial management issues.

• Submit monthly reports (English) on progress of tasks and any outstanding issues to FAO for certification, as basis for processing monthly payments.

• Perform other duties and tasks as instructed by the Director of the Vietnam REDD+ Office.

**REQUIRED SKILLS AND EXPERIENCES**

• University degree in Forestry, Environmental Science, Natural Resources Management, Environmental Economics, or similar.

• At least 5 years of professional experience in forestry and forest institutions, specifically on issues of forest sector governance. International experience in this area is an asset.

• Good knowledge of the REDD+ mechanism under the United Nations Framework Convention on Climate Change (UNFCCC), in particular on governance issues such as benefit distribution, involvement of stakeholders and participatory approaches. Good knowledge of the Vietnamese REDD position and proposal.

• Experience with forest policy and institutions in Viet Nam.

• Experience with the economics of forestry, agriculture or rural development, Payments for Environmental Services (PES), payment systems and/or rural development.

• Proficiency in both spoken and written English.

• Willingness and ability to travel to remote locations.