



Terms of Reference

National Consultant (guidelines development) to TCP Project: Community-based forest harvesting for poverty reduction in Viet Nam

Background

In Viet Nam, like other regional countries, forestry operations have tended to be dominated by large-scale commercial interests, and the benefits from timber extraction have, as in other places, tended to be captured by the rich. New trends with respect to markets, technologies and institutions, provide increasing opportunities for employment and income generation in rural areas. However, the potential of forest harvesting for deliberate poverty reduction remain a relatively recent source of interest and as of yet is little developed. The policy and regulatory frameworks at present do not tend to support small-scale producers and labor-intensive harvesting practices, but instead often discriminate against them. FAO is assisting Viet Nam through documenting best practices of community-based forest harvesting to facilitate their replication, and to supporting revisions of, and further raising awareness around, policies on community-based forest harvesting.

Tasks

Under the general supervision and guidance of the FAO Representative for Viet Nam, and under technical supervision of the Senior Forestry Officer, Regional Office for Asia and the Pacific, the National Consultant (guidelines development) will coordinate with the International Expert and other National Consultants in undertaking the tasks. Specifically, the National Consultant will carry out the following tasks:

1. Take lead in the improvement/revision of existing extension materials and development of simple-/ easy-to-use guidelines for small-scale community-based forest harvesting (Activities 1.4, 2.1); (20 days)
 - i. Based on the legal review report and the field mission reports of the project, identify areas of improvement in the relevant legal framework;
 - ii. Identify relevant departments for developing guideline(s) and conduct an initial meeting with them;
 - iii. Develop a guideline containing solutions for bottlenecks identified;
 - iv. Advocate the government for the adoption of the proposed guidelines;
 - v. Pilot the guidelines in some selected communities
2. Take lead in identifying needs and opportunities for extension and training among inventoried communities (Activity 2.2); (10 days)
 - i. Conduct training needs assessment for each group of participants in trainings on the use of these newly adopted guidelines (i.e. Government officers, local people: woman, poor, illiterate, non-Vietnamese speakers);

- ii. Develop a range of training methods suitable to each group of participants in the trainings on the use of guidelines;
 - iii. Identify and select trainers (from provincial/district/commune government agencies responsible for the proliferation and application of these guidelines) to conduct trainings.
3. Assist in the identification of an institution with relevant skills for delivery of initial training, and collaborate with the institution and other National Consultant to develop a training program and deliver the initial training sessions (Activity 2.3); (50 days)
 - i. Develop training programmes for training of trainers
 - ii. Conduct training programmes for training of trainers
 - iii. Conduct training programmes on the developed guidelines
 - iv. Support local trainers to conduct trainings on the guidelines (i.e. different components relating to small-scale and community based forest harvesting)
 - v. Evaluate and report on the implementation of the training activities
4. Take lead in organizing and implementing the community-to-community exchanges (Activity 1.3); (25 days)
 - i. Select participants to visit the show-case sites: assessing the practicality of information/knowledge from the show case sites to be applied by learners to their sites
 - ii. Develop detailed exchange agenda and logistical arrangements
 - iii. Conduct community exchanges
 - iv. Evaluate and produce the first report on the implementation of the replication activities.
5. Take lead in engaging in dialogue with government with policy guidelines; (15 days)
6. Produce an end-of-assignment report. (15 days)

Qualifications

- Vietnamese national
- Fluency in English and Vietnamese (both written and spoken)
- Advanced degree in forestry, natural resources management, environment, education, and other related areas
- Minimum 3 years of experience in technical guideline development, training and facilitation
- Extensive knowledge in law, regulations, policies in forestry sector and experience in legal analysis
- Professional experience in training of trainers and facilitation
- Ability and willingness to travel and carry out project activities in the remote mountainous areas
- Experience in facilitation of workshops involving diverse stakeholders in forestry sector
- Experiences and knowledge in Community Forestry planning and implementation in Viet Nam

Deliverables

- Guideline(s) that contain key policy issues addressing bottlenecks of current policy on CFM
- Summary Report(s) on CFM community-to-community exchanges and trainings including implementation strategy for replication.

Duration: 6.2 months (135 days)

The assignment should be completed in 135 working days spread over a period of 6 calendar months (late-October 2013 to late-May 2014)

Starting date: October 27, 2013**Location: Hanoi and provinces****Submission of applications**

Interested and qualified consultants are invited to apply. Applicants should submit a detailed CV highlighting their background and experience in community forestry and guideline development. Applications should be sent to soojin.kim@fao.org; akiko.inoguchi@fao.org. The e-mail must state clearly in the Subject: "CFM Guideline Development Consultancy". The deadline for submission of applications is **13th October, 2013**.