



**Job Title:** Conservation Enterprise Officer (CEO)  
**Project:** USAID Sustainable Forest Management Project  
**Reports to:** Provincial Project Manager (PPM)  
**Location:** The CEO will be based in Son La city, Son La Province  
**Date:** September 2022

### **DAI Organization and Values**

DAI is a global development company with corporate offices in the United States, the United Kingdom, EU, Nigeria, Pakistan, and Palestine and project operations worldwide. We tackle fundamental social and economic development problems caused by inefficient markets, ineffective governance, and instability. DAI works on the frontlines of global development. Transforming ideas into action—action into impact. We are committed to shaping a more livable world.

DAI and its employees are committed to confronting racism and holding ourselves accountable for positive change within the company and in the communities, cultures, and countries in which we live and work. DAI is committed to attracting and retaining the best employees from all races and backgrounds in our continued effort to become a better development partner.

DAI upholds the highest ethical standards. We are committed to the prevention of sexual exploitation, abuse, and harassment as well as other ethical breaches. All of our positions are therefore subject to stringent vetting and reference checks.

### **Overview of the Position:**

Forests are important in the global carbon cycle, carbon sequestration and storage. Although Vietnam increases in overall forest cover, there has been a reduction in both total hectares of natural forests and forest quality. To contribute to reducing land-based emissions and increasing forest carbon sequestration in Vietnam through reduction of deforestation, natural forest degradation and poor timber plantation management practices, USAID Vietnam initiated and implement the USAID Sustainable Forest Management Project (the Project) in seven provinces in Vietnam (Lao Cai, Son La, Son La, Thanh Hoa, Nghe An, Son La, and Quang Nam) in the period of 2020 – 2025.

The overall goals of the Project are to (1) avoid carbon emissions from natural forest conversion; (2) Increase carbon sequestration through better management of plantation forests; and, (3) Improve quality, diversity and productivity of natural production forest.

The Project will implement a “Green Prosperity” approach that strengthens local communities’ ability to protect their natural resource base and reduce emissions while building a strong foundation for sustainable livelihoods and equitable economic growth. Engagement with the private sector and improved co-management by communities, local authorities, and the national government are at the core of Project activities.

The Project will focus on five main Objectives:

1. Improve and expand community forest management
2. Increase conservation-friendly enterprises in forest-dependent communities
3. Increase functionality of law enforcement system for forest crimes
4. Improve production forest management practices
5. Mobilize domestic resources for forest management and protection

The Conservation Enterprise Officer (CEO) will contribute to meeting the indicator targets of the Project's Objective 2 to "Increase conservation-friendly enterprises in forest-dependent communities" and support for implementing the planned activities of Objective 4 to "Improve production forest management practices". The CEO will be responsible for providing technical assistance and implement field activities relating to the development of viable conservation friendly enterprises (CFEs) and the selected value chains aimed at improving livelihoods of forest dependent communities, leading to in the respective province.

The CEO will be **directly supervised** by the **Provincial Project Manager (PPM)** and **technically instructed** by the **technical members of Objective 2 and Objective 4**.

### **Roles and Responsibilities:**

1. Work with local partners (Provincial Project Management Unit, rural development Sub-departments, key value chain actors, including CFEs and smallholders/producers and so forth) in planning, implementing, and developing the selected value chains under Objective 2 and Objective ;
2. Be directly responsible for achieving the Project targets from each partnership agreement (PA) with the selected value chains from Objective 2 and Objective 4, with the close guidance/technical assistance from other technical long-term staff and short-term consultants of the Project;
3. Coordinate with the Community Forest Management Coordinator in Son La to ensure the synergy and integration of Objective 1 and Objective 2 activities; build and manage an effective partnership with the local Project's stakeholders from village to provincial levels;
4. Assist the Forestry Officer (FO) and the PPM to carry out the planned activities to achieve the Project targets from each PA relating Objective 4;
5. Prepare the detail activity proposal (technical and financial aspects) for the relevant activities approved in the Project Annual Workplan, the Indefinite Quantity Sub-contract (IQC), and the signed PAs; and collaborate with technical and operational staff to implement these activities in the field;
6. Assist the Project technical staff to validate that the selected value chains contribute to reducing deforestation and degradation and CO2 emissions and/or CO2 sequestration;
7. Provide technical assistance for enhancement of existing collective farmer/producer groups, cooperatives and/or establishment of new farmer groups/cooperatives, wherever necessary; Also, provide technical support to improve market linkages between smallholder producers, processors, traders and lead buyers;
8. Assist the Project to develop user-friendly technical guidelines, handouts and flyers on conservation friendly value chain development; as well as develop a facilitation manual on establishing, planning, organizing, implementing, monitoring, evaluating and reporting of conservation friendly farmer groups;
9. Assist the Project to implement cross-cutting (CC) activities such as gender equity and social inclusion (GESI), geographic information system (GIS), Women Economic and Environmental Empowerment (WEE) activities, communications and environmental mitigation and monitoring plan (EMMP) and climate change adaptation (CCA);
10. Assist the Project to collect monitoring, evaluation and learning (MEL) data on Objective 2, and CC activities for monitoring, evaluating, documenting lessons learnt in Son La province in cooperation with the Project MEL team;
11. Other tasks as required by the direct supervisor.

### **Qualifications:**

- Bachelor or engineering degree in natural resource management, agroforestry, non-timber forest products, business administration, finance, marketing or related field;
- At least three years of experience in the value chain development, natural resource management, business administration, small and medium enterprise, including cooperative development in Vietnam;



- Prior experience in activity planning, organization and implementation;
- Strong provincial connections and understanding of planning processes and direct working experience with provincial government and private partners;
- Good networking and communication skills. Communicable skill in English and/or ethnic languages is an advantage;
- Ability to work effectively with people of diverse backgrounds, to motivate and inspire teamwork;
- Ability to work independently and a willingness to travel frequently within the province and Vietnam;
- Proficient user of the MS Office package (Word, Excel, and PowerPoint);
- Vietnamese national only. Candidates are living in Son La are strongly encouraged to apply.

### **How to apply and requested documents**

Interested candidates are requested to submit:

- A CV in English
- A cover letter in English indicating why they are suitable for this position
- Scanned copy of related degrees

to our recruitment email at [VietnamSFM@dai.com](mailto:VietnamSFM@dai.com). Please quote the position title in the subject line: **“Application for Conservation Enterprise Officer in Son La”**.

**Deadline for application: 5.00pm (Hanoi time), August 1, 2022**

To learn more about DAI, please visit our website [www.dai.com](http://www.dai.com).

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