**Pohnpei State Technical Coordinator**

***Terms of Reference***

**Job Title:** Pohnpei State Technical Coordinator

**Reports to and supervised** **by**: National Technical Coordinator (NTC), FSM GEF7 LDN Project, Department of Environment, Climate Change, and Emergency Management (DECEM), FSM National Government

**Job Location**: Pohnpei, Federated States of Micronesia

**Work Environment:** This job operates in a professional office environment, but may involve field and community work.

**Position Type and Expected Hours of Work:** [Full time; 80hrs/biweekly]

**Contract Period:** 1-year, renewable based on performance

**Salary:** 19,000-20,000 per annum, depending on qualifications

**Deadline**: ASAP/until filled

**OVERVIEW OF THE FSM GEF7 LDN Project:**

The Project, titled “Securing Climate-Resilient Sustainable Land Management and Progress Towards Land Degradation Neutrality in the Federated States of Micronesia”, is a six-year (2024-2029) project funded by the Global Environment Facility (GEF) through the United Nations Development Program (UNDP) and executed by the Department of Environment, Climate Change and Emergency Management (DECEM), Federated States of Micronesia. The proposed project aims to secure critical ecosystem services in the Federal States of Micronesia’s (FSM) through climate-resilient sustainable land and coastal management contributing to Land Degradation Neutrality (LDN).

The long-term goal is to support achievement of all five objectives of LDN which are to: maintain or improve the sustainable delivery of ecosystem services; maintain or improve productivity in order to enhance food security; increase resilience of the land and populations dependent on the land; seek synergies with other social, economic and environmental objectives; and reinforce responsible and inclusive governance of land. The objective will be achieved through the following components:

* Component 1. Strengthening the strategic (institutional, policy, regulatory) framework for addressing land degradation
* Component 2. Enhancing information, decision support tools and capacity for addressing land degradation
* Component 3. Embedding climate-smart sustainable land management in critical landscapes and coastal zones (demonstration activities)
* Component 4. Effective knowledge management, gender mainstreaming, and M&E

**JOB DESCRIPTION:**

DECEM is one (1) State Technical Coordinators (STC), to be based in Pohnpei State. The chief role of the STC is to provide technical support for all components of the project at the State level, and in particular in the demonstration sites, including in particular for overseeing the planning, regulatory and institutional framework for development of State Actions Plans for NAP, planning and implementation of activities in the demonstration sites, community related aspects, capacity building, knowledge management, gender mainstreaming and M&E. He/she will also be responsible for ensuring project quality and the provision of technical oversight for all project activities and the delivery of its outputs at the State level. The STC will support and coordinate the activities of all partners, staff, and consultants as they relate to the implementation of the project in the State. The STC will be responsible for the following specific tasks:

* Manage the overall coordination and guidance of the technical aspects of the project, in particular coordinate the preparation/update of State Actions plans related to the NAP (Output 1.2), Land use planning, (Output 1.3) planning at the demonstration sites (Outputs 3.1 and 3.2), management and support monitoring (Output 4.4)
* Coordination of the technical inputs from the State coordinating bodies (Output 1.4)
* Support a capacity building and training programs for all relevant local agencies, special interest groups and local communities (Output 2.4)
* Support the conduct of technical consultations and workshops to develop the demonstration site management plans, strategies for SLM, including mapping and zoning (Output 3.1), oversee and guide the State Stakeholder engagement officers in community engagement (Output 3.2 and 3.3) and planning and knowledge management and M&E planning and implementation of related guidelines, tool kits and manuals and regulations, etc.
* Support the development and organization of awareness and publicity programs and materials at state level (Output 4.1)
* Support plans and protocols for inter-agency coordination during the preparation of management planning in demonstration sites, support for restoration activities and livelihood activities;
* Monitor events as determined in the project monitoring plan;
* Perform regular progress reporting to the NTC, including measures to address challenges and opportunities;
* Oversee progress related to project risks – including social and environmental risks;
* Closely work with State implementing partners in planning and execution of technical activities;
* Convene and coordinate meetings for technical groups, State and Community consultations and compile minutes to support project quarterly reports;
* Strengthen the presence and support of the Project on the ground through active engagement and information sharing with key project stakeholders including other national and regional projects, government counterparts, the project steering committee, beneficiaries and communities; and
* Undertake other duties assigned by the Project Manager and/or National Technical Coordinator.

**QUALIFICATIONS:**

* Associate’s degree in Environment Management, conservation or closely related fields with 10+ years of experience of Project technical experience, showing a progressive increase in scope and responsibilities, OR a Bachelor’s degree with 5+ years of experience, OR a Master’s degree with 3+ years of experience;
* Knowledge of Sustainable Land Management issues and best practices in the FSM;
* Demonstrated coordination and project leadership skills, and ability to multi-task;
* Ability to work with multi-disciplinary environment stakeholders, including communities, government departments and NGOs;
* Be fully computer literate with Microsoft Office Programs;
* Demonstrated initiative in carrying out his/her duties and ability to work independently on tight deadlines;
* Flexible and willing to travel as required;
* Strong writing skills, and experience in preparing technical reports; and
* Fluent in English and Pohnpeian

**TO APPLY:**

Submit completed [FSM National government application](https://gov.fm/files/Job_Application_Clean-v0.3.pdf), cover letter, and resume via mail or email to:

Department of Environment, Climate Change and Emergency Management

P.O. Box PS-69

Palikir, Pohnpei FM 96941

Email: Rosalinda.yatilman@decem.gov.fm

and

Office of Personnel

P.O. Box PS-35

Palikir, Pohnpei FM 96941

Email: personnel@personnel.gov.fm

Review of application packages will begin immediately, and continue until position is filled.