

## आवश्यकता

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पुन-प्रकाशित मिति : २०७९/०४/१८

The Tenure Facility (TF) को आर्थिक सहयोगमा सामुदायिक वन उपभोक्ता महासंघ नेपाल, ग्रीन फाउण्डेसन नेपाल र आदिवासी, जनजाति अनुसन्धान तथा विकास केन्द्रको साभेदारीमा संचालित “स्थानीय सरकार तथा स्थानीय स्तरका समन्वयात्मक कार्यहरुबाट नेपालमा सामुदायिक वन अधिकार सुनिश्चितता” परियोजनाको मुख्य उद्देश्य स्थानीय सरकारको समन्वयमा स्थानीय वन ऐन निर्माण र त्यसको कार्यन्वयनबाट वन व्यवस्थापन तथा सुशासन, जीविकोपार्जन सुधार र समुदायमा आधारित वन उद्यमहरुको सञ्चालन गर्ने रहेको छ। यस परियोजनाको कार्यक्रम संचालनको लागि तपशिल बमोजिमको उम्मेदवारबाट दरखास्त आवहान गर्दछौं।

उल्लेखित पदमा योग्यता पुगेका नेपाली नागरिकले बायोडाटा, शैक्षिक योग्यता र अनुभवको प्रमाणपत्र सहित सूचना जारी भएको मितिले ७ दिनभित्र आवेदन दिन हुन अनुरोध गर्दछौं।

- 1. Training and Capacity Building Officer (TCB Officer)** is responsible for training and capacity building of local communities, enterprise groups, agro-forestry entrepreneurs, mainly IPLCs, youth and women, local government officials and communication and media mobilization in enterprise and other issues. It is a highly specialized and challenging role.

**Education and Experience:** Master Degree or Bachelor Degree in Human Resource Development, Entrepreneurship Development, and Community Capacity Building, Communication and Media or related field with proven work experience in promoting agro forestry based enterprises and livelihood support in rural areas in Nepal. For Master’s degree minimum two years of experience or bachelor with minimum 5 years of experience in related field.

### **Roles and Responsibilities:**

- Training and capacity building of local communities, forestry leaders, government authorities on Land Tenure Rights, Forest Enterprise and Sustainability, Resource, Rights and Governance Mapping
- Capacity building of local communities on entrepreneurship and enterprise development.
- Technical support on business plan development, marketing and value addition.
- Coordinate with local government for enterprise development and resource leverage.
- Implementation of assigned project(s) in line with project document based on actual needs and response analysis; and ensure that the project progress in accordance with its contractual obligations and complies with donor regulations and GFN policies.

- Ensure effective implementation of the program by coordinating and cooperating with technical teams and partners
- Build strong working relationships with relevant personnel working within the project team, implementing partners, right holders and any other key stakeholders
- Program/project cycle management (designing, budgeting, planning, monitoring, Evaluation and Reporting).
- Create and produce internal newsletters, brochures, reports, bulletins for the organization and program.
- Prepare, edit and distribute various types of project content, including material for a website, press releases, manuals, marketing material and other types of content that take the message to the public.
- Support in preparation and management of the organization's communication strategy.
- Ensure GESI, CCA, and IPs compliance in program implementation
- Periodical progress report preparation, proposal writing, communication with district and local chapters and stakeholders
- Need to travel field frequently, even in short notice.

### **Skills and Qualities:**

Skillful to train a local community and leaders, flexible enough to adapt training programs according to individual learning styles, and advanced active listening and communications skills. S/He need to remain calm and professional in stressful situations and to be able to provide both positive and negative feedback clearly yet sensitively. Candidates who can speak and write a second language (ethnic language) are highly desirable to employers. Ability to maintain a high level of professionalism. S/He need to be able to form positive working relationships with a variety of people and to command respect. S/He must be conscientious and astute in making assessments of trainees' abilities. Respect local communities. Good Command on Microsoft Excel, Word, PPT. Good Knowledge on GIS will be highly encouraged.

*Interested candidates can submit their motivational letter addressing to Chairperson, Green Foundation Nepal along with recent CVs and academic, training, certificates at [greenfoundationnepal@yahoo.com](mailto:greenfoundationnepal@yahoo.com). Please mention the name of position in the subject.*

*Only shortlisted candidates will be contacted. Telephonic inquiries will not be entertained.*

*We encourage candidates of diverse background, women and differently abled to apply.*

***Note: GFN reserves all the rights for acceptance or rejection of the application.***