



JOB DESCRIPTION

Chief of Party: DRC Community Forests

Location: Kinshasa, Democratic Republic of Congo

Reporting to: Head of Programmes

Duration of Contract: 2 years (with possibility of extension)

Deadline: 15th of November 2020.

Overview: This is an exciting opportunity for a candidate to lead an important project supporting community forest development and the rights of local and indigenous communities in the world's second largest tropical forest. With a strong commitment to social and environmental justice, you are a self-starter, highly organised and able to operate effectively across different cultural contexts. You will embrace a varied role that could involve field missions to remote forest areas one week and engaging in high-level policy dialogue with international institutions the next.

The Rainforest Foundation UK

Founded in 1989, the mission of the Rainforest Foundation UK (RFUK) is to support indigenous peoples and traditional populations of the world's rainforest to:

- Secure and control the natural resources necessary for their long-term wellbeing and managing these resources in ways which do not harm their environment, violate their culture or compromise their future.
- Develop means to protect their individual and collective rights and to obtain, shape and control basic services from the state.

Our approach differs from that of other organisations in that we are committed to both human rights and environmental protection. We firmly believe that the best way to protect the rainforest is through empowering indigenous peoples and local communities to defend their ancestral lands. We promote the establishment of community rights to rainforest lands, tackling the root causes of deforestation, and paving the way for local people to benefit fairly from the use and protection of forest resources.

RFUK is now recognised as a leading force in the protection of tropical forests and their inhabitants, particularly in the Congo Basin region of Africa. As well as delivering high quality on-the-ground practical projects, often in difficult conditions, the organisation is also known for its strong policy and advocacy work in promoting forest peoples' rights.

We are part of a network of sister organisations, which also include the Rainforest Foundation US and the Rainforest Foundation Norway, and currently work with over 15 indigenous and NGO partners in the Peruvian Amazon and across West and Central Africa.

The Programmes Team

The Programmes Team at the Rainforest Foundation UK is the main team responsible for the implementation of our projects, with our work broadly split into the following thematic areas:

- Land rights and community-based forest management;
- Participatory mapping, community forest monitoring, and land-use planning;
- Threats to forests from the extractive industries, infrastructure development and agro-industrial expansion;
- Conservation effectiveness and the impacts of strict nature protection and forest offset schemes;
- Indigenous peoples' rights, gender and social inclusion.

The Project: USAID Funded Improving Livelihoods and Land Use in the Democratic Republic of Congo through Community Forests

The adoption of the Community Forests Decree in 2014 and its main bylaw in 2016 in the Democratic Republic of Congo (DRC) is arguably the most significant legal reform related to tropical forests and forest peoples' rights in recent years. This framework could impact as many as 40 million forest-dependent people and with tens of millions of hectares potentially available to develop pro-poor, community models of forest management.

Since its creation, RFUK has been continuously advocating and supporting the development of [community-based forest management in the Congo Basin](#) – something that is now widely recognised as being key to achieving delivering strong conservation and development outcomes. Under a [DFID \(now FCDO\) funded project \(2016-2019\)](#), RFUK headed a consortium of Congolese and international NGOs that played a central role in laying the foundations for community forestry in DRC. The project facilitated the development and adoption of the [National Strategy for Community Forestry](#); consolidated the Multi-stakeholder Roundtable for Community Forestry as a deliberative policy making body; accompanied nine communities to apply for their community forest concessions; trained and built capacities among civil society and government officials at all levels; and produced an [ground-breaking body of resources](#), studies and tools to inform best practice in DRC and beyond.

USAID and other donors are now supporting RFUK and our consortium partners to build on these efforts to trigger a new phase of development of community forestry in DRC. The project, which will run from September 2020 to September 2025, has the central objective to consolidate community forests as a viable forest use model that enhances livelihoods while protecting forests. To this end, the project will pursue four main strands of work:

- Promoting land use planning, sustainable management and income generating activities in pilot community forests in Equateur, North Kivu and Maniema provinces;
- Tackling deforestation and protecting biodiversity in target sites;
- Advocating for the continued improvement of the legal framework and promoting transparency and good practice;
- Building capacities in government and local civil society.

Activities will be implemented in the field by a consortium of Congolese NGOs based in Kinshasa, Goma, Mbandaka and Kindu.

Responsibilities

The DRC Chief of Party (COP) will be based in Kinshasa and will have the overall responsibility of coordinating project activities on the ground, liaising with partners on a daily basis and leading on policy aspects of the project whilst being the main point of contact for the donor, the USAID CARPE office in Kinshasa.

The post-holder will work closely with the London based project team, led by the RFUK CF Project Coordinator and the Project Finance and Admin Officer. S/he will also have a close working relationship with RFUK's Programmes Finance, Admin and MEL Coordinator, Tech team, Policy team and additional staff and consultants in the Programmes Team.

The post-holder will be required to travel to London at least once a year for coordination and organisational meetings.

The DRC Chief of Party will be responsible for the following tasks, under the overall supervision of the Head of Programmes:

1. Project management

- Oversee the implementation of the project on the ground in line with strategy, agreed budgets, logframe, work plans and procedures in coordination with the DRC CF Project Coordinator.
- Manage the relationship with USAID (CARPE team, based in Kinshasa) under the donor's principle of "substantial involvement", maintaining regular communications with the donor and keeping them regularly informed and involved in the execution of the project.
- Under the lead of the DRC CF Project Coordinator, contribute to ensuring harmonisation of activities, work plans and strategies with match-funded components of the project, ensuring that all actions follow the same logframe and pursue the same objectives.
- Lead on the policy and advocacy aspects of the project, including by attending relevant meetings and engaging a range of stakeholders in Kinshasa and at the provincial level (government officials, international institutions, donors, civil society, etc.).
- Maintain a good understanding of national laws and a good overview of national policy and legal developments ensuring that the project strategy is aligned with them.
- Support the Head of Programmes to ensure the project policy strategy is in line with the overall RFUK Programmes Strategy.
- Under the lead of the DRC CF Project Coordinator, provide inputs to ensure the narrative and financial reporting of the project is delivered to a high standard.
- Under the lead of the DRC CF Project Coordinator and in coordination with other members of the team, contribute to the implementation of the project Monitoring, Evaluation and Learning Plan and participate in external project evaluations.
- Ensure good coordination with other members of the Programmes Team as well as regularly communicating and sharing information with them and the wider organisation.
- Continuously monitor the security situation in DRC, referring to local information and the relevant security advice agencies and sources and ensure compliance with RFUK's security policies and procedures.
- Supervise the work of consultants, researchers, interns and volunteers as appropriate.

2. Support to local partners

- Maintain permanent liaison with NGO partners involved in the project to implement and monitor the project activities.
- Carry out up to two monitoring trips per year to each target province (Equateur, Maniema, Nord Kivu).
- In coordination with the CF Project Coordinator, lead in the provision of extensive support, guidance and mentoring – both on the content of the project (strategy, activities etc.) and in matters of general organisational management (e.g. following up on due diligence recommendations) – to partner organisations and their staff responsible for the implementation of the project.
- In coordination with the Project team in London, ensure good financial management and compliance with any other requirements of project management, including specific safeguards and policies, in particular by local partners.
- In conjunction with the Project team and Head of Programmes, supervise the development of due diligence of partners involved in the project, as appropriate, and ensure follow-up of its recommendations as necessary.
- In coordination with the team in London, support partners in the implementation of safeguarding processes and supporting related training, supervision, and facilitating mentoring from the safeguarding officer and other members of the team as appropriate.
- Support implementing partners in the development of relevant communications tools and strategy.
- If appropriate, identify and develop other potential local partners in the country.

3. Other

- Represent the organisation in relevant local, national and international fora, on relevant policy issues.
- In conjunction with other members of staff, produce to publication standard the content for programme and policy materials and publications, for example leaflets, briefings, reports and online content.
- Contribute to the development of RFUK's organisational knowledge base, such as by providing contacts for the central database, or technical briefs, resources and tools on issues such as security and project related themes.
- Identify funding opportunities and contribute to the preparation of funding proposals relevant for the development of the RFUK Programmes strategy.
- Contribute to the development and implementation of the Programmes strategy, and especially of its Community Forests component.
- Participate in RFUK's strategic development, including attending internal meetings, strategy away days, etc.
- Perform other tasks as may from time to time be requested by the Head of Programmes and the Executive Director.

PERSON SPECIFICATION

Detail	Essential	Desirable
Knowledge and Experience	<ul style="list-style-type: none"> • Master's Degree in law, anthropology or international development or a related subject or equivalent professional experience. • Fluency in both English and French, written and spoken. 	<ul style="list-style-type: none"> • Experience managing USAID projects. • Experience and technical knowledge of livelihood initiatives and private sector engagement in forest areas.

	<ul style="list-style-type: none"> • At least 4 years' experience of project management in an International NGO or in an international development context. • Experience in managing large-scale and complex projects funded by institutional donors, including working in compliance with institutional donors' requirements. • Experience of working in the Congo Basin region. • Demonstrable ability to deal effectively and diplomatically with major donors and Government officials. • Ability to lead strategic thinking and strategic project development. • Extensive experience of working with local partners in developing countries and developing civil society capacity and voices. • Budget management in a international NGO/development project context. • Experience writing reports, studies and other communications materials for a variety of audiences. • High level of competence in using software packages, including the main Microsoft Office applications. 	<ul style="list-style-type: none"> • Experience of working to influence major key players in the area of community and land rights. • Experience of working in DRC. • Experience of working/managing projects in complex insecure environments and dealing with contingencies. • Excellent negotiating skills and experience of participating in high-level meetings with decision makers. • Knowledge of forest and land tenure legislation and implementation challenges, indigenous peoples' rights, and the civil society and political context in the Congo Basin. • Experience of downstream safeguarding processes.
<p>Personal Skills and Attributes</p>	<ul style="list-style-type: none"> • Demonstrable personal commitment to defending human rights, in particular of forest communities and indigenous peoples. • Excellent interpersonal and communication skills – written and oral. • Cultural sensitivity and demonstrable commitment to RFUK's values and to the principles of inclusion and non-discrimination. • Demonstrable ability to build coalitions and networks for collaboration. • Desire and capacity to work on complex issues in a complex environment. • Careful and conscientious with demonstrable attention to detail. • Excellent organisational and time management skills with the ability to work under pressure and to multiple deadlines. • Willingness and ability to relocate to Kinshasa and to travel up to 16 weeks per year (within DRC, including in remote forest areas, and to London), as well as other occasional travel, such as to European destinations. 	

SUMMARY, TERMS AND CONDITIONS

Hours, remuneration and place of work

- The post is offered on a fixed term contract until 31st December 2022, with possibility of extension, and with a 6-month probationary period.
- The post is a full-time post, based on a 35-hour working week.
- The starting salary is £38,063 gross per annum.
- For expatriate candidates, a competitive relocation and benefits package will be offered, including relocation costs, full medical and life insurance, support to living expenses and support to education expenses for dependants.
- Monthly salary is paid by Bank Automated Credit transfer, on the 25th of every month.
- Holidays, sick pay and other benefits are provided in accordance with statutory requirements. 30 days paid leave per year are offered.
- Workplace pension (4% employer contribution).
- The place of work is the office of partner organisation *Actions pour la Promotion et Protection des Peuples et Espèces Menacés* (APEM) currently in Avenue des Huileries, Immeuble ISOKE n°160, Kinshasa, DRC. The postholder will be expected to respect APEM's office guidelines.

Equal Opportunities

RFUK is an equal opportunities employer, and makes no discrimination on the grounds of gender, race, age, physical abilities, religious or sexual persuasion.

Interested candidates please send an [application form](#) to jobs@rainforestuk.org by the 15th of November 2020 23:59 GMT, at the latest. The successful candidate will be expected to start as soon as possible.

Only shortlisted candidates will be contacted.