



**GENERATING, ACCESSING AND USING INFORMATION AND
KNOWLEDGE RELATED TO THE THREE RIO CONVENTIONS**

JOB DESCRIPTION

I. Position Information

Job Title: **Project Officer**
Reports to: **Project Coordinator**
Contract Type: **Contract staff**
Classified Level: **L-7**
Duration: **One year with possibility of renewal**

II. Background

Cambodia assessed its own capacities and capacity development needs to address the requirements of the three conventions through the NCSA process conducted from 2005 to 2006. It focused on issues and concerns within its jurisdiction to address Cambodia's obligations under the three conventions. It was a national assessment of Cambodian capacities undertaken by the government of Cambodia and done by Cambodians. The assessment was cross-cutting across the three Rio Conventions (climate change, biodiversity and land degradation) and was conducted at 3 levels: i) systemic capacity; ii) institutional capacity; and iii) individual capacity.

This extensive assessment identified thematic environmental issues. These thematic issues were then reviewed together across the three thematic areas and crosscutting capacity constraints were identified as well as ways to address these constraints and effectively promote linkages and synergies across the conventions and meet their respective requirement obligated by the Parties. Five main crosscutting capacity issues were identified and the project will particularly address the management of environmental information and the access and use of this information for improving policy and decision-making.

Project Goal and Objectives

The goal of this project is to improve the implementation of the Rio Conventions in Cambodia through the development of national capacities to better coordinate and generate better information related to the implementation of these Conventions. The proposed project will develop crosscutting capacity to respond to the needs of the three conventions; particularly the reporting requirements. During the project implementation, the coordination and information generation capacities of the focal points established by the government will be enhanced.

The project's objective is to improve access to environmental information related to the Rio Conventions through the harmonization of existing environmental management information systems and improving coordination of the implementation of these conventions in Cambodia. The harmonization of these existing systems will be translated into better access to information related to the implementation of the Rio Conventions in Cambodia. It will include the decision-making process to meet Rio Convention objectives, which will be greatly improved by having better access to more complete and relevant information. It will also include innovation to set up a network of enhanced information exchange, dialogue and cooperation between the state agencies and other civil society stakeholders.

Project Strategy

The expected achievements of this project are a set of improved capacities to meet and sustain Rio Convention objectives. This project will have strengthened and helped institutionalize commitments under the Rio Conventions by harmonizing the existing national environmental management information systems, by improving the use of this environmental knowledge for better decision-making and by improving the coordination of the implementation of the Rio Conventions in Cambodia. It will also strengthen the capacity of

Cambodia to report on the MEAs implementation in Cambodia.

Project Outcomes and Components

The implementation of the project will achieve two expected outcomes:

Under the first outcome, the project will support the development of national capacities to effectively and efficiently standardize environmental information that is generated on the implementation of the Rio Convention in Cambodia, and give open-access to this information. In parallel to this, the project will support the strengthening of Cambodia’s capacity to better engage stakeholders and better coordinate the implementation of the Rio Conventions in the country.

Under the second outcome, project resources will be used to improve the use of environmental information for the development of innovative tools supporting decision-making processes related to the implementation of the Rio Conventions. Project support will also include activities to develop the capacity in using this environmental knowledge of national institutions involved in international negotiation at Conventions COPs as well as using this knowledge to produce national reports meeting Conventions reporting obligations.

III. Functions/Key Results Expected

The PO will work closely with the PMU members, project consultants and will perform the following functions:

1. Assist the project consultants to carry out their assignments with the focal points of the 3 Rio conventions and concerned stakeholders;
2. Work with the PMU staff, project consultants and/or focal points to review, scan documents /references relevant to 3 Rio conventions and store them in established IMS and respective websites;
3. Work with PMU staff, focal points and project consultants to collect and analyze the updates on 3 Rio conventions to be shared with the immediate partners; and the agreed ones are posted for accessibility and using;
4. Work with the IT expert to monitor and update information/data in the websites, social media etc. for the relevant stakeholders and general public;
5. Assist the MEA and CDA to promote data/information sharing among the concerned people;
6. Conduct or facilitate capacity building sessions/program based on the manuals and materials developed by the project
7. Assist the project to test the information management system developed under the project;
8. Work with the MEA expert, implement the identified/selected way to enhance generation of data/information and adjust the measures taken on the basis of experience gained; and
9. Perform other tasks as required

IV. Recruitment Qualifications

Education:	<ul style="list-style-type: none"> • An advanced University education (MS) with expertise in the areas of natural resource management, biodiversity management, agriculture, forestry, climate change, environmental management, communication and other related disciplines
Experience:	<ul style="list-style-type: none"> • At least 3 years of professional experience in the domains of environment, biodiversity, natural resources, agriculture, land management/use, climate change, capacity development, communication professional, knowledge on implementation/knowledge of 3 Rio Conventions is an asset; • Demonstrated experience in advising environment projects focusing

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	<p>on knowledge management and capacity building;</p> <ul style="list-style-type: none"> • Demonstrated experience on EIC developments and outreach programs; • Demonstrated experience on quantitative and qualitative research in the environment-related fields; • Familiarity in working to support synergy building between projects with multi-stakeholders. Experience working with Rio Conventions projects is a plus; • Experience in working as a team, and in particular experience in, and knowledge of elaborate on specific policy and technical issues of Multi Environmental Agreement (MEA) is an asset
Competencies	<ul style="list-style-type: none"> • Good communication skills; • Strong skills in individual and institutional analysis; • Good skills in report writing, strategy formulation, and policy guidance advice; • Be an effective negotiator with excellent oral and presentation skills; • Ability to effectively coordinate a large; multidisciplinary team of experts and consultants; • Excellent computer application skills; • Experience of working and collaborating with the government officials is an asset;
Language Requirements:	<ul style="list-style-type: none"> • Excellent spoken and written English

Interested individuals should submit CV and Cover Letter no later than 29 May 2017 (at 5:00PM) to the Rio Convention Project, GSSD/MoE: Third Floor Room, Morodok Techo Building (Lot 503) Tonle Bassac, Chamkarmorn, Phnom Penh, Cambodia and/or email to: keosamnang.tiep@gmail.com.

Only short-listed candidates will be contacted for interview.