

## Terms of Reference

<b>Position</b>	<b>Communication and Outreach Specialist (COS)</b>
<b>Organization:</b>	GoI-GEF-UNDP Project - “Mainstreaming Coastal and Marine Biodiversity Conservation into Production Sectors in the Godavari River Estuarine Ecosystem, Andhra Pradesh, India”
<b>Consultancy Amount</b>	Appx. Rs.40,000/- per Month . It will commensurate based on qualifications and work experience.
<b>Supervisor:</b>	Chief Wildlife Warden & State Project Director, Forest Department, Government of Andhra Pradesh
<b>Headquarters :</b>	Kakinada, Andhra Pradesh
<b>Nature of engagement</b>	Temporary contract .
<b>Duration:</b>	Initially for a period of one year –extendable upto project period on yearly basis.

### **Background**

Government of India, with UNDP as the lead agency, funded by Global Environment Facility (GEF) is implementing the project “**Mainstreaming Coastal and Marine Biodiversity Conservation into Production Sectors in the Godavari River Estuary, Andhra Pradesh, India**”. The project will focus specifically on removing the key barriers to mainstreaming environmental management considerations into major production activities that are impacting the Godavari region, with a special focus on the Coringa Wildlife Sanctuary.

The main components of the project would include: a) Sectoral mainstreaming including knowledge management for coastal and marine biodiversity conservation; b) Institutional Capacity Development; and c) Sustainable Community Livelihoods and Natural Resource Use in the Godavari River Estuary.

The Communication and Outreach Specialist (COS) hired during the project implementation period will be based at Hyderabad/ Kakinada, Andhra Pradesh and shall work under the direct supervision of the State Project Director (SPD) in the Forest Department, Government of Andhra Pradesh

### **Functions / Key Results Expected**

#### **Duties and Responsibilities:**

- COS will provide technical support to project implementation in the landscape particularly in ensuring cross-sectoral coordination, participation of various stakeholders (including the production sectors), etc in project activities and effective and quality delivery of communication and outreach activities. .

- COS shall work under the overall guidance and supervision of the Director, GF and be part of the LLP MU.
- COS shall be focusing primarily on stakeholder engagement, particularly private production sectors in the project umbrella.
- COS shall provide technical support to the LLP MU and other project consultants in developing proper communication strategy while conducting different project activities (trainings, workshops, stakeholder consultations, arrangements of study tour, preparation of knowledge products, etc.)
- COS shall advise the LLP MU in coordinating with the State Government, Consultants, other relevant agencies and stakeholders on the implementation of the project with respect to communication and outreach activities.
- COS shall keep regular contact with project experts and consultants to inform them about the project details and changes and shall also review the reports and other documents for correctness of form and contents.
- S/he will also provide support to the development, implementation and/or evaluation of the project activities in the focal area.

### Recruitment Qualifications

Education and Experience:	<ul style="list-style-type: none"> <li>➤ Post Graduate degree.</li> <li>➤ Outstanding communication, project management and organizational skills</li> <li>➤ At least 3 years of work experience in relevant field.</li> <li>➤ Familiarity with the working environment and professional standards of international organizations.</li> <li>➤ Working experience with GOI institutions involved in sustainable development/ community empowerment/ natural resource management</li> <li>➤ Experience in working with NGOs and civil society, and with participatory approaches</li> <li>➤ Proficiency in English and computer literacy is essential</li> <li>➤ Above 35 years. Retired persons with good health can also apply.</li> </ul>
Language Requirements:	Fluency in English, language of the duty station, excellent drafting and verbal communication skills.
Interested candidates may send Applications /CVs/ Resumes to the following E-mail ids:	<p><b>Email:</b> prlccf_wlcww_apfd@ap.gov.in and  <b>Email:</b> asamar1993@gmail.com</p> <p><b>Note: Kindly indicate the name of the Post on the top of your Application/CV/Resume. Applications without mentioning the name of the post are not considered.</b></p>
Last Date for submission of applications:	<b>22<sup>nd</sup> September, 2011</b>

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