



“Increasing climate resilience through small-scale infrastructure investments and enhancing adaptive capacity of vulnerable communities in Kampot and Koh Kong Provinces in Cambodia”

I. Position Information

Position	Senior Project Officer
Post Level	National Consultant
Report to	National Project Manager
Contract Type	Individual Contractor (IC)
Duty Station	Phnom Penh, Cambodia
Expected Place of Travel	Kampot and Koh Kong Provinces, Cambodia
Assignment Duration	One year with possibility of extension

II. Project Description

The National Council for Sustainable Development (NCS), Ministry of Environment (MoE), Cambodia and the United Nations Human Settlements Programme (UN-Habitat) have been successful in securing funding from the Adaptation Fund to implementing a four-year climate change project in the two coastal provinces of Cambodia, “Increasing climate resilience through small-scale infrastructure investments and enhancing adaptive capacity of vulnerable communities in Kampot and Koh Kong Provinces in Cambodia.”

The overall objective of the project is to support climate resilient and adaptive development and increase the capacity for climate variability/change adaptation of target communities living in Kampot and Koh Kong Provinces. This objective will be achieved through the following specific objectives:

- To implement concrete adaptation actions that support climate resilient infrastructure in Kampot and Koh Kong Provinces to adapt to current impacts of climate change, in particular, extreme hydro-meteorological events.
- To reduce the impacts of coastal climate hazards by recovering coastal ecosystems (Ecosystem-Based Adaptation) and minimizing related socioeconomic impacts on communities.
- To enhance institutional capacity at the provincial and local level, relevant Government entities, and communities for decision-making and management of the implementation of adaptation measures/actions to address climate change and variability in Kampot and Koh Kong Provinces.

The project is structured around the following three components:

Component 1: Increasing coping capacity by promoting climate-resilient small-scale infrastructure.

Component 2: Adapting to current impacts of climate change through recovery of coastal ecosystems, and livelihood improvement and diversification, and

Component 3: Building capacity and knowledge sharing to reduce vulnerability to climate change.

III. Scope of Work

The Senior Project Officer will work closely with National Project Leader and under the management of the National Project Manager to implement the project activities on timeline and reach the target objectives effectively under technical advice of the UN-Habitat team in close coordination with other staffs and consultants involved in the project while coordinating and communicating with relevant stakeholders involved in the project.

Duties

- Assist National Project Manager/Team Leader to develop the work plan and budget plan for field activities;
- Coordinate with all consultants who carry out the project activities;
- Organize meetings, training, workshops, events in accordance with project workplan;
- Participate in monitoring and evaluation of the project activities and progress, to ensure their alignment with project objectives;
- Coordinate with the local authority and stakeholder at the target province in effective way
- Prepare monthly, Quarterly, Six-month project progress reports;
- Assist the National Team leader to coordinate with UN-Habitat to evaluate the performance of project beneficiaries and outputs project activities;
- Support project engagement of private sector on adaptation and climate resilient small-scale infrastructure, through analysis and recommendations on opportunities for private sector are involved with the project;
- Prepare the event report and evaluate the progress in accordance with project workplan for National Project Manager/National Team Leader;
- Assist to organize the donor and stakeholder visit project site;
- Prepare any meeting/workshop/training when the project required; and
- Perform other tasks that request by National Project Manager/National Team Leader.

IV. Duration of Work

Working closely with the Team Leader and under the management of the National Project Manager, and technical advice of UN-Habitat team. The Senior Project Office will have 3 months' probation and extend it to 1 year contract and potential to extend upon the budget available.

V. Duty Station

The Senior Project Officer will be working at the Ministry of Environment, subject to travel to provinces. The project will cover transportation costs and DSA for related assignments in the field based on the government regulation.

VI. Minimum Qualifications

The Senior Project Officer shall have the following qualifications:

Education:	High-level degree (Bachelor or Master or equivalent) in environmental sciences, engineer, climate change, development studies, urban planning and human settlements, geography, or related fields.
Experience and skills:	<ul style="list-style-type: none">- A minimum of five years' professional practical experience in area of climate change and or related to adaptation and mitigation; in urban planning for low emission development and climate change; participatory and community-based activities.- Experience working with ministries with a significant climate change adaptation portfolio in participatory and community-based activities:- Ability to lead, manage and coordinate the work of a group of people and organizing, implementing training and transfer of knowledge.- Proven experience in a related field or a similar experience with NCSD/MoE on any climate change projects would be an advantage;- Good communication and writing skills;- Good experience in multi-stakeholder coordination;
Language Requirements:	Fluency in English and Khmer