

**UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)
GLOBAL ENVIRONMENT FACILITY (GEF)
GOVERNMENT OF LESOTHO**

VACANCY ANNOUNCEMENT

Project: Reducing vulnerability from climate change in Foothills, lower Lowlands and lower Senqu Basin

Post Title: Project Officer

Type of appointment: Service Contract, 1 year (with potential renewal)

Duration of project : March 2015-December 2020

Reporting to: Project Manager

Duty station: Maseru, with regular travel to the project sites

Background Information:

The integral functioning of Lesotho's mountainous ecosystems is vital not only to the livelihoods and welfare of its people, but for the delivery of ecosystem services and global environmental benefits to a large part of Southern Africa. The mountainous Kingdom is the source of rivers that reach the Atlantic Ocean in the west and supply an increasing proportion of the water consumed in South Africa's industrial heartland. Therefore, sustainable use and management of ecosystems in Lesotho is a vital ingredient of broader environmental wellbeing.

The UNDP Lesotho Country Office and the Government of Lesotho will for the next five years (2015-2020) implement a GEF-financed project "**Reducing vulnerability from climate change in Foothills, lower Lowlands and Senqu River**". The objective of the project is to mainstream climate risk considerations into the Land Rehabilitation Programme of Lesotho for improved ecosystem resilience and reduced vulnerability of livelihoods to climate shocks. The project will support the integration of climate change adaptation into national and sub-national land use planning and decision-making. By doing so, the project will reduce the vulnerability of local communities in the Foothills, Lowlands and the Lower Senqu River Basin to climate change through the implementation of climate-smart ecosystem rehabilitation and management measures. Project outcomes are intended to achieve the following:

- i. Promoting the efficient use of land resources by integrating climate risk considerations into land use planning and decision making;
- ii. Empowering rural communities with skills to maintain a balance between agricultural production and demands for non-agricultural land uses;
- iii. Strengthening the community-based management of natural resources and;
- iv. Addressing institutional and technical limitations

The project will be nationally implemented by the Ministry of Forestry, Range and Soil Conservation (MFRSC) as the Implementing Partner (IP). The IP will be accountable to the

Government of Lesotho and the UNDP for the quality of project outcomes and the appropriate use of project resources, both when directly implementing project activities and when delegating others to do so.

In light of this, UNDP and the Government of Lesotho require the services of a Project Officer to form part of the technical team responsible for the successful implementation of the above project.

Specific duties and responsibilities of the Project Officer

Under the supervision of the Project Manager, the Project Officer will be responsible for coordination of the technical input from the various stakeholders of the project including the line ministries, civil societies, academic institutions and the private sector. The Project Officer will also play a vital role in providing a channel from the various stakeholders to the communities in liaison with the Field Facilitators in the project areas - Thaba-Mokhele, Lithipeng and Khoelenya Community Councils.

Specific Tasks and Responsibilities:

- Act as a liaison between stakeholders from various institutions including line ministries, civil societies, academic institutions and the private sector
- Conduct capacity assessment of the stakeholder institutions and identify and analyse their development activities/projects already being carried out related to this project and highlight capacity gaps for the implementation and enforcement of national and sectoral policies for improved environmental management.
- Update and review quarterly or as required the project's stakeholder engagement plan and matrix and oversee its implementation.
- Identify opportunities for synergies with other developmental activities/projects currently ongoing and clearly highlight the areas of collaboration
- Describe the consultation and stakeholder engagement process that already exists and then identify gaps where such exists and propose strategies to strengthen participatory engagement on project-related activities and priorities.
- Ensure feedback channels are identified upfront and utilised accordingly with clear records of such.
- Keep record of all interactions conducted with various stakeholders and provide a summary report to PM on monthly basis.
- Facilitate the services provided for awareness raising and publicity campaigns including use of local media to target specific audiences with specific messages and programmes.
- Provide input to management and technical reports, and other documents as described in the Monitoring and Evaluation plan for the overall project.
- Lead and participate in the training and capacity building workshops with line ministries and community councils and as required in fulfilment of the stakeholder engagement plan.
- Develop monthly individual work plan and provide monthly progress report to the Project Manager based on the monthly work plan.

Qualifications and experience:

- Bachelors' degree in Agriculture, Environmental Resources Management, Social Sciences, Community Development and/or related field.
- Knowledge in the fields of environment, natural resources management, agriculture or a closely related fields are an asset.
- A minimum of 5 years relevant work experience, including 2 years in community liaison role.

- Proven experience in the public participation development process associated with environment and sustainable development will be an asset.
- Solid skills in working and collaborating with Government departments, civil societies and local authorities is a requirement.
- Provide technical input to monitoring and evaluation (M&E) plan of the project.
- Liaise and coordinate with project Field Facilitators.
- Must have a Driver's licence
- Fluent in English and Sesotho including writing and communication skills.

Reporting:

During the project implementation phase, the Project Officer will report to the Project Manager, and work very closely with focal persons of the Technical Advisory Committee (TAC) members and other established District forums during the implementation of the project.

Applications with comprehensive CVs, UN P11 form and names and contact details of three referees should be submitted to:

The Human Resources Department
 United Nations Development Programme (UNDP)
 3rd Floor, UN House
 P. O. Box 301
 Maseru 100

Or

E-mail to: registry.ls@undp.org

Closing date for applications: to be determined as per UNDP procedures

Please note that this vacancy is open only to Lesotho nationals.


Only short listed candidates will be responded to. Salary is negotiable and commensurate with work experience and qualifications.

Prepared by Project Manager:

Name: Keneiloe Phomane Signature: 
 Keneiloe Phomane (Ms)

Date: 23/09/2015

Approved by PS- Ministry of Forestry, Rangelands and Soil Conservation (i.a)

Name: SEETLA MABASO Signature: 
 Seetla Mabaso (Mr)

Date: 25-09-15

Authorised by UNDP Sustainable Development Advisor:

Name: LIMOMANE PESHOANE Signature: *Peshoane*

Limomane Peshoane (Mr)

Date: 29/09/2015