



## **MINISTRY OF NATIONAL DEVELOPMENT PLANNING**

### **A CALL FOR APPLICATIONS TO FILL VACANCIES AT THE ZAMBIA INTEGRATED FOREST LANDSCAPE PROJECT**

The Government of the Republic of Zambia with the support of the World Bank is implementing the Zambia Integrated Forest Landscape Project (ZIFLP) in Eastern province. The Project Development Objective (PDO) is “to improve landscape management and increase environmental and economic benefits for targeted rural communities in the Eastern Province and to improve the Zambia’s capacity to respond promptly and effectively to an Eligible Crisis or Emergency”.

The project aims to provide support to rural communities in Eastern Province to allow them to better manage the resources of their landscapes so as to reduce deforestation and unsustainable agricultural expansion; enhance benefits they receive from forestry, agriculture and wildlife; and reduce their vulnerability to climate change. The project intends to also ensure that enabling conditions are in place for these changes to happen. Simultaneously, the project will create the enabling environment for carbon emission reduction purchases to be made in a subsequent project. The ZIFLP’s key beneficiaries are poor communities of the Eastern province.

The Ministry of National Development Planning now invites applications from suitably qualified candidates to fill the following vacancies in Lusaka and Chipata:

#### **1. NATIONAL PROJECT MANAGER (To be based in LUSAKA)**

##### **A. THE OBJECTIVE OF THE ASSIGNMENT**

The National Project Manager will head the National Project Implementation Unit and will be responsible for the day-to-day implementation and operations of the project activities at national level.

##### **B. MAIN DUTIES OR ACCOUNTABILITIES**

- Coordinate and manage the National Project Implementation Unit;
- Provide technical assistance to the implementing agencies at national and provincial level;

- Provide overall guidance on implementation in liaison with and support from the Interim Climate Change Secretariat (ICCS);
- Build synergies among stakeholders to enhance project outputs;
- Facilitate a holistic and integrated approach to reducing deforestation by addressing the drivers of deforestation;
- Liaise and work collaboratively with the Provincial Project Implementation Unit, identified project implementers at National and provincial levels to ensure successful completion of project deliverables;
- Coordinate and monitor activities of the external partners of the project and proactively engage with them;
- Coordinate and supervise implementation of all project cycle activities;
- Ensure annual, quarterly and monthly work plans, budgets and disbursements for the Project are approved timely by the National Coordinator, ICCS;
- Prepare a consolidated work plan for all participating partners under the project;
- Contribute to the dissemination and visibility of project achievements and support mechanisms for exchange of information, experience and lessons learned at the local and national levels; and
- Undertake any other tasks as assigned by the National Coordinator, ICCS.

### **C. QUALIFICATIONS AND EXPERIENCE**

- Minimum of a Master's Degree in one of the following: Natural Resources Management, Forestry, Development Economics/Planning, Land Use Planning, Environmental Management, Agriculture and related qualifications,
- Minimum of 5 years post-qualification experience with at least 3 years in a management role;
- Proven track record in the management of national, rural, community development, and/or sustainable development projects/programmes;
- Experience working on community driven development projects,
- Experience in technical report writing and presentation;
- Work experience with any other donor funded projects, including the World Bank would be an added advantage;
- Excellent oral and written communication skills in English;
- Good communication and writing skills;
- Should be a good team player and self-starter with the ability to work under minimum supervision; and
- Relevant work experience in Eastern Province would be an added advantage.

### **D. DURATION OF THE ASSIGNMENT**

The contract will be for a period of 24 months renewable.

## **2. PROVINCIAL PROJECT MANAGER (To be based in CHIPATA)**

### **A. THE OBJECTIVE OF THE ASSIGNMENT**

The Provincial Project Manager will head the Provincial Project Implementation Unit (PPIU) and will be responsible for the day-to-day implementation and operations of the project activities at provincial level.

### **B. MAIN DUTIES OR ACCOUNTABILITIES**

- To facilitate a holistic and integrated approach to reducing deforestation by addressing the drivers of deforestation;
- To liaise and work collaboratively with identified project implementers at district and provincial levels and traditional leaders to ensure successful completion of project deliverables;
- To coordinate and monitor activities of the external partners of the project and proactively engage with them;
- To coordinate and supervise implementation of all project cycle activities.
- To ensure annual, quarterly and monthly work plans, budgets and disbursements for the programme areas in the Eastern Province are prepared for approval by the Assistant Director - PPU and subsequently by the National Project Manager;
- To prepare a consolidated work plan for all the targeted districts in the Programme implementation areas;
- To contribute to the dissemination and visibility of project achievements and support mechanisms for exchange of information, experience and lessons learned at the local and national levels
- Undertake any other tasks as assigned by the National Project Manager and/or the Assistant Director - PPU

### **C. QUALIFICATIONS AND EXPERIENCE**

- Minimum of a Master's Degree in one of the following: Natural Resources Management, Forestry, Development Economics/Planning, Land Use Planning, Environmental Management, Agriculture and related qualifications,
- Minimum of 5 years post-qualification experience with at least 3 years in a management role;
- Proven track record in the management of national, rural, community development, and/or sustainable development projects/programmes;
- Experience working on community driven development projects,
- Experience in technical report writing and presentation;
- Work experience with any other donor funded projects, including the World Bank would be an added advantage;
- Excellent oral and written communication skills in English;
- Should be a good team player and self-starter with the ability to work under minimum supervision; and

- Relevant work experience in Eastern Province would be an added advantage.

#### **D. DURATION OF THE ASSIGNMENT**

The contract will be for a period of 24 months renewable.

#### **METHOD OF APPLICATION:**

Sealed application letters with current curriculum vitae (CV) and copies of academic/professional qualifications must reach the undersigned not later than Friday 8<sup>th</sup> September, 2017.

The Permanent Secretary - Development Planning and Administration

**Attn:** The National Coordinator – Interim Climate Change Secretariat

Ministry of National Development Planning

Plot 118 Independence Avenue

P.O Box 30547

Tell: +260211 236480

**LUSAKA**

Alternatively send your application with all relevant information by email to: [info@znccs.org.zm](mailto:info@znccs.org.zm)

The outer envelope must be clearly marked “Call for Applications on the Zambia Integrated Forest Landscape Project (ZIFLP)” and indicate the position applied for.

**Please note that only shortlisted candidates will be contacted**