

POSITION DESCRIPTION
USFS COMIFAC Coordinator
Yaoundé, Cameroon
April 2011

The US Forest Service, International Programs (USFS/IP) and Management and Engineering Technologies International, Inc. (METI), as a part of the US Agency for International Development's (USAID) Central African Regional Program for the Environment (CARPE), seek a full-time Coordinator to work with the Central African Forest Commission (COMIFAC) Executive Secretariat leadership, staff, and partners with a focus on partner communication, regional representation, synergy elaboration, and technical assistance provision.

Position Description:

Responsibilities of the Coordinator include, but are not limited to:

- Provide and/or mobilize USFS technical assistance to COMIFAC ES in forest management, land use planning, forest zoning, forest inventory, and other technical areas outlined in the Letter of Intent;
- Communicate ongoing CARPE activities at the landscape and cross-cutting regional level to COMIFAC ES and its partners;
- Communicate ongoing COMIFAC ES and COMIFAC partner activities to CARPE;
- Represent CARPE and USFS interests at regional meetings (COMIFAC and partner) that take place in Yaoundé and elsewhere;
- Develop strategies for collaboration and integrate CARPE methodologies, tools, and results into regional partner activities and programs;
- Assist the USAID/CARPE team to monitor the performance of any USG grant funding provided to the COMIFAC ES (including liaison and management functions related to new exploratory partnership mechanisms).

Qualifications:

The successful candidate will have:

- Knowledge of land use planning principles and processes utilized by the USFS or other land management agencies in the United States or Africa;
- Knowledge of national forest inventory and monitoring principles and methodologies utilized by the USFS or other land management agencies in the United States or Africa;
- Ability to adapt US knowledge and processes to the context of a region with limited human, financial and material resources and with different legal, social and economic frameworks;
- Knowledge of key technical and policy issues pertinent to the development and implementation of Reducing Emissions through avoided Deforestation and Degradation (REDD+) policies/programs;

- Demonstrated ability to provide technical leadership to effectively work with a very broad range of interested parties, across cultures, languages and varying capacity levels in order to catalyze improved conservation outcomes;
- Experience representing at various levels the interests and expertise of a complex, multifaceted institution or program to a diversity of actors and audiences (such as other United States Government agencies, United Nations organizations, African natural resource management agencies, the academic community, consulting firms, NGOs, and other donors);
- Ability to effectively contribute to shaping and influencing institutional policies, strategies, and direction of programs;
- Experience organizing, facilitating, and participating in meetings and technical discussions and negotiations;
- Experience managing and monitoring small grants programs;
- Experience living and working in Africa on natural resource management activities with preference to those with experience in governmental and donor coordination in Central Africa;
- Fluency in French, sufficient to effectively communicate and work on a daily basis in technical subject matter with a wide variety of actors who do not speak English;
- Flexibility to work under often unpredictable and uncontrollable circumstances.

Location: Yaoundé, Cameroon

Application Instructions:

Please send electronic submission including C.V. and cover letter with “Coordinator” in subject line to Jim Beck at jamesbeck@fs.fed.us by May 15th. Finalists will be contacted.