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|  | <p>GEF TRUST FUND</p> <p>“Strengthening national biodiversity and forest carbon stock conservation through landscape-based collaborative management of Cambodia’s protected area system as demonstrated in the Eastern Plains Landscape (CAMPAS Project)”</p> <p>JOB DESCRIPTION</p> |  |
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I. Position Information

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| Job Title: | Developing National Biodiversity Information Sharing Platform |
| Report to: | Project Manager |
| Contract Type: | Individual Contractor |
| Duration: | 4 months (October 2021 to January 2022) |
| Starting Date: | As soon as possible |

II. Background

CAMPAS, short for ‘Strengthening National Biodiversity and Forest Carbon Stock Conservation through Landscape-based Collaborative Management of Cambodia’s Protected Area System as demonstrated in the Eastern Plains Landscape,’ is a project funded by GEF Trust Fund. As its title suggests, the project holds the interconnected aim to improve the sustainability of Cambodia’s national system of protected areas, with the complementary objectives to mainstream biodiversity into production forests and promoting conservation of carbon stocks.

The project is delineated into two main components:

Component 1: Strengthened national vision and support for landscape-based protected area and forest management

Component 2: Integrated landscape management to safeguard forests, biodiversity, and carbon stocks in the Eastern Plains Landscape

The project design comprises two major outcomes, one at the national level and a supportive outcome at the demonstration site level. At the national level, CAMPAS comprises three specific outputs, all oriented to strengthen unity and support for landscape-based protected area and forest management that explicitly address national system level issues through measures that include establishing the enabling environment at national level, through communications and awareness-raising, strengthening protected area governance involving inter-agency cooperation, and demonstrating sustainable financing options. At the demonstration site level, the CAMPAS’s four outputs will deliver a sub-regional planning approach for the Eastern Plains Landscape that integrates protected areas and biodiversity conservation into sustainable development – with specific focus on forested landscape connectivity. At this level, it also focuses on integrating forest conservation with sub-regional economic development planning, trying to resolve issues presented by economic land concessions that often ignore and impact upon protected areas, and harnessing integration opportunities with other landscape-level initiatives like those of the Asian Development Bank Biodiversity Conservation Corridors and United Nations Environmental Program Adaptation Fund projects.

In addition, the Ministry of Environment of Royal Government of Cambodia has, recently developed the 6th National Report in compliance with Article 26 of the Convention on Biological Diversity (CBD). This 6th national report covers the period from 2014 to 2018 in line with the national reporting guidelines adopted by the Conference of the Parties to the Convention in Decision XIII/27. It presents an assessment of progress toward Cambodia’s national biodiversity targets adopted as part of the updated National Biodiversity Strategy and Action Plan (NBSAP) (approved in February 2016) and the Aichi Biodiversity Targets. The report also includes an assessment of the effectiveness of measures taken on its implementation.

III. Functions/Key Results Expected

The consultant will work closely with DBD-CAMPAS's Project team and CAMPAS-PMU to contribute to the fulfillment of project 'activity: 1.1.1.e: Establish a national collaborative biodiversity monitoring program and information sharing mechanisms, from government to the international convention on biodiversity

Tasks and responsibilities of consultant include but are not limited to:

- Design or propose an information management system for storing and managing biodiversity data within the Department of Biodiversity. This is required to work with CAMPAS's IT specialist and GBIF's technical team on this activity,
- Design and develop a web application of the proposed national biodiversity Information Management System
- Review existing CHM and other within the DBD database system and propose recommendations to ensure the system is well functions of CHM for biodiversity data/information accessing for public access, management monitoring and simple reporting to align with the new designed web-portal,
- Set up and deploy the biodiversity IMS on the existing physical server facilities in the Department of Biodiversity for the national biodiversity monitoring program operational and information sharing mechanism in place,
- Develop standard procedures and guidelines for data collection, sharing and management, and set up a quality control and assurance protocol for data collection,
- Assess the capacity of Department of Biodiversity staff to administrate the CHM/IMS and manage the biodiversity information management system,
- Make action recommendations including TORs for the responsible staff for capacity building and institutional strengthening to allow the CHM and IMS to be maintained appropriately for the national biodiversity monitoring program operational and information sharing mechanism in place

IV. Expected Outputs/Deliverables

| No. | Deliverables/Outputs Based on the above tasks and responsibilities | Timeframe |
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| 1 | <ul style="list-style-type: none">• Inception report with clear proposed methods for developing biodiversity information management system and sharing mechanism | Week 3 of October 2021 |
| 2 | <ul style="list-style-type: none">• Web application and National Biodiversity Database has been developed and ready to pilot• National IMS and GBIF' platforms are interconnected and well function• The manual and protocol for data collection, sharing and sever maintaining have been drafted | Week 3 of December 2021 |
| 3 | <ul style="list-style-type: none">• IMS is well function and managed• Guideline and protocol related to the IMS have been consulted, satisfied and trained to the relevant departments | Week 3 of January 2022 |

V. Payment Milestones

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| 1 | <ul style="list-style-type: none">• Upon submission of work plan | 30% |
| 2 | <ul style="list-style-type: none">• Upon satisfactory completion of Deliverables 1 and 2 | 40% |
| 3 | <ul style="list-style-type: none">• Upon satisfactory completion of Deliverables 3 | 30% |

| VI. Recruitment Qualifications | |
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| Education: | <ul style="list-style-type: none"> • An advanced university education (MSc. or PhD.) with expertise in the areas of computer science, information management system or other related fields |
| Experience: | <ul style="list-style-type: none"> • At least 5 years of professional experience in database system and web-based development and management • Demonstrated experience in designing/developing a comprehensive information management system and web applications, as well as operational procedures for data collection and storage, and data quality and control |
| Competencies: | <ul style="list-style-type: none"> • Strong skills in project assessment and management; • Good communication skills; • Strong skills in monitoring and evaluation system design and analysis; • Strong skills in report writing, strategy/tools and framework formulation; • Understanding the context of biodiversity and ecosystem conservation and management • Excellent computer application skills; • Previous experience with UNEP/GEF projects is an added plus; • Experience of working and collaborating with the government officials and conservation NGOs is an asset. |
| Language Requirements: | <ul style="list-style-type: none"> • Excellent spoken and written English and Khmer. |