

ICLEI-Local Governments for Sustainability, South Asia

VACANCY ANNOUNCEMENT:

Please respond by: 28th February 2021

I. Position Information

Assistant Manager/ Deputy Manager, Biodiversity – (1 Position)

II. Organizational Context

ICLEI - Local Governments for Sustainability is the leading global network of more than 1,750 cities, towns and regions committed to building a sustainable future. By helping our Members to make their cities sustainable, low-carbon, resilient, biodiverse, resource-efficient, healthy and happy, with a green economy and smart infrastructure, we impact over 25% of the global population. ICLEI works with local governments through international performance-based, results-oriented campaigns and programs.

ICLEI's South Asia secretariat is presently operating from New Delhi, India. In its result based approach, ICLEI brings cities around the world together to build partnerships and share techniques to promote participation and the effectiveness of environmental protection through local-level initiatives. ICLEI help cities strengthen their technical capacity, improve awareness of sustainability issues among elected representatives, administrators and citizens, provide information, and develop a greater capacity for cities to deliver basic services in the most sustainable manner.

ICLEI's substantive focus is helping cities build and share solutions to the challenges of:

- climate change
- urban biodiversity
- water and air pollution
- waste management
- energy
- built environment
- sustainable transportation
- disaster management
- environmental management systems

Projects related to thematic areas of urban biodiversity, energy efficiency, renewable energy, climate change, mobility, built environment, sustainability management, water, green growth etc are executed by ICLEI South Asia through support from several donors (BMU, British High Commission, European Commission, GIZ, SHAKTI Foundation, Rockefeller Foundation, USDOS, USAEP, USAID, etc) and ministries in Government of India and various state government funding sources.

III. Details of main projects to be involved with

The Biodiversity team is working on several projects. These include INTERACT- Bio project that is supported by the Federal Ministry for the Environment, Nature Conservation, Building and Nature Safety (BMU). This multi-country aims at strengthening biodiversity management at all levels of governance and facilitation of cooperation between national and sub-national authorities for ecosystem management in urban regions. In India, the model city is Kochi. Gangtok, Mangalore and Panaji are the observing cities. In the UNDP supported project on Mapping landscape degradation in the high altitude pasturelands in Himachal Pradesh, restoration plans are being developed in Lahual and Pangi project landscape. The present position will primarily be involved in these two projects and also contribute to other projects in the team.

IV. Position Description

Assistant/Deputy Manager: 1 Position

Supervisor: Programme Coordinator (Biodiversity)

Duty Station: New Delhi

Type of Contract: Full Time Employee

Functions

The selected candidate will be based in New Delhi and work to support the execution (liaising with authorities, data collection, research, project management, advocacy) all projects in the Biodiversity team (with special focus on the above mentioned 2 projects).

- Work with State Biodiversity Boards, City Corporations and other city government agencies, district administration, pastoralists and communities in the project landscapes and assist in project activities
- Develop and manage strong relationships with government agencies and other key stakeholders and partners
- Undertake studies at the project sites to document existing biodiversity and ecosystem services
- Assist in development of project deliverables including natural asset maps, Local Biodiversity Strategy Action Plans; Restoration Plans
- Assist in compiling and preparing research reports and project presentations
- Assist with developing concept notes and project proposals
- Provide support and assistance in all aspects related to organizing and executing project events such as training programmes and workshops
- Assist with developing and maintaining content for project website, and keeping project information updated on the ICLEI South Asia and related websites

- Ensure close co-ordination with local governments/executing agencies, support provision of top quality services and facilitation of knowledge building and management
- Undertake project related travel, if required
- Provide project updates to managers or superiors on a regular basis

Competencies

Candidate should:

- Have an educational background in biodiversity conservation/ natural resources management
- Have excellent language skills:
 - English language skills - both spoken and written;
 - Knowledge of speaking skills in Hindi and any other regional language of India will be an asset
- Be able to undertake and support mapping exercises and undertake taxa based biodiversity surveys
- Be able to set and consistently meet realistic and challenging targets; be able to manage circumstances in order to achieve those targets to meet project objectives
- Be able to work independently and pro-actively
- Have an ability to work under tight deadlines and under pressure
- Have an ability to handle multiple tasks simultaneously
- Have excellent leadership skills and ability to negotiate with various stakeholders
- Be able to travel extensively and trek in high altitudes as well
- Have an enthusiastic attitude and willingness to learn, adapt and take on a wide range of tasks

In addition

- Experience of working in various ecosystems in India
- Understanding of administrative, technical and political background of urban areas in terms of biodiversity conservation, ecosystem services, climate change, including knowledge of short term quick wins measures and long term policy level intervention to achieve and showcase results of project to various stakeholders at the local level
- Experience of working closely with municipal/state/central government or other related organizations on biodiversity conservation and ecosystem services, understanding of implementation issues at city level and required support from state and national government in this regard

- Have good understanding of issues pertaining to biodiversity conservation, ecosystem services and natural resources management and how they affect/impact India
- Working experience on FRA will be an added advantage

Recruitment Qualifications

Masters or higher degree in Ecology/ Biodiversity Conservation/ Wildlife Sciences/ Environmental Sciences/ Forestry

Experience

Minimum 5-6 years of relevant, post qualification, professional experience at organisation (s) working in the biodiversity conservation sector in a similar capacity

Computing Skills

Use of MS office, GIS, AutoCAD and analytical software

V. Contact Information

Interested candidates are requested to submit CV (along with one-page note describing your suitability for the position and two references) by email to iclei-southasia@iclei.org and monalisa.sen@iclei.org

Closing Date: 28th February 2021