

REPUBLIC OF LIBERIA



FORESTRY DEVELOPMENT AUTHORITY

REQUEST FOR EXPRESSIONS OF INTEREST FOR PROVISION OF INDIVIDUAL CONSULTANCY SERVICES

LIBERIA FOREST SECTOR PROJECT

PROJECT ID: P154114

GRANT ID: TFA2427

(REFERENCE NO: FDA/LFSP/CONS/35)

1. This request for expressions of interest follows the General procurement Notice for this project that appeared in Development Business No. WB452-01/17 of January 31, 2017.

The Republic of Liberia has received a grant from the Government of Norway in the amount of US\$36.7 million equivalent through the World Bank towards the cost of the Liberia Forest Sector Project, and it intends to apply part of the proceeds of this Grant to eligible payments under an individual consultancy contracts for twelve (12) Community Forest **Extension Officers** for the Forestry Development Authority.

2. OBJECTIVES AND SCOPE OF SERVICES

The objective of these positions is to enhance the FDA capacity to deliver on community forest management related activities. The primary role of the Extension Officer will be to work closely with Regional Extension Officer at regional HQs, the community Extension Officers and through them with the communities in the assigned region, to enhance the basic understanding of the communities on sustainable management of forests, commercial management of forests, and relevant community forest enterprises to enable communities to make informed decision making on resource management. The support from the Extension Officers could come in the following forms:

- Guidance on specific issues related to resource management demanded by communities,
- Design and conduct of trainings (on demand) on basic principles of natural resource management, community organization for forest management; awareness of opportunities and implications of Liberian laws relevant to forest management etc.
- Technical support for communities/ groups of communities for specific forest based enterprises. The Extension Officer could act as the interlocutor to facilitate community access to the right resource/ expertise in the form of TSPs who would assist communities to develop and manage the forest resource.

Extension Officer would assess the key areas of support identified by communities and develop a strategic plan to enable effective support to communities in the short term (duration of the project), and in the long term with a view to effectively and efficiently fostering community empowerment for

forest management and the FDA transition on increased emphasis on community forestry management.

Extension Officer will report to the Regional Extension Officer, and highlight risks and potential concerns foreseen in implementing community forest management, and related activities in a timely manner. In doing so the Extension Officer shall participate in regional coordination meetings with Regional Extension Officer and propose appropriate solutions.

Specific Duties and Responsibilities:

The Extension Officer for Community Forestry shall, among others:

- Provide technical assistance to rural communities for farming, marketing, business developments and community organization to ensure sustainable utilization of forest resource and proper management and development of community forests.
- Create awareness through appropriate communication (Flyers, workshops, cultural activities) and educational program;
- Assist in identifying community based forests user groups and liaise with the Regional Extension Officer;
- Liaise with the Regional Extension Officer for community empowerment to create awareness and support community organization to sustainably manage community forest resource;
- Promote, and foster collaboration between communities and their partners, to engage in social and economic activities that will improve the livelihood of the community;
- Supervise Agroforestry Rangers and community-based Technicians;
- Assist the NRM Officer in the process of engagement with eligible forest communities assisted by the project to: (i) initiate a community forestry support process; (ii) conduct participatory/rapid community rural appraisals; (iii) territorial land use planning; and (iii) community action plans.

The Extension Officer will conduct the following activities in collaboration with the NRM Officer and the Regional Extension Officer:

- Assist communities in their identification of technical assistance and training needs in NRM, both for subsistence and commercial, in coordination with the NRM Officer.
- Assist communities in the identification and preparation of Community Grant requests, and present them to management for appropriate action.
- Assist communities in their efforts to develop and manage Community Forestry Enterprises
- Participate in national meetings where extension officers and their supervisors share their experiences, and learn from each other.
- Participate in national level training activities to improve the capacity of the extension and other related staff working in the project and with communities.

This assignment is for one (1) year with the possibility of renewal based on satisfactory performance.

3. The Forestry Development Authority now invites eligible *individual consultants* to indicate their interest in providing the required consulting services for the Liberia Forest Sector Project. Interested Consultants should provide information demonstrating that they have the required qualification and experience to perform the Services by submitting a **cover letter** and an **updated CV**. See qualification and experience criteria below:

QUALIFICATION AND EXPERIENCE

- Bachelor Degree, or its equivalent, in General Agriculture, Forestry/Rural Sociology or related field;
- Minimum of 2-5 (Two to five) years' experience in Forestry, Agriculture, Home and Community development (HCD).

- Community-based project design, development and management.
- Knowledge of forestry, Agri-silviculture, Agro-silvo-pastoral practices'
- Knowledge of Liberia forest resources, especially timber and non- timber forest products and resources,;
- Administration and personnel management ability
- Leadership and coordination
- Solid and proven experience in financial related activities;
- Substantive knowledge of issues and challenges in the area of budget preparation and implementation
- Experience in working with community leaders, and community members, including women, youth and elderly, to participatory rural appraisals and territorial planning, and other participatory planning instruments;

Knowledge and Skills:

- Excellent working knowledge of MS Office-Word, Excel, Power Point, -
- Knowledge of and commitment to the principles and mandate of conservation, the Community Rights Law, and the wildlife law;
- Must be self-starter with excellent demonstrated teamwork skills;
- Sound judgment, excellent analytical skills, strong networking and interpersonal skills, ability to plan, organize and coordinate work and to cope with a demanding workload is expected; and
- Excellent written and verbal communication skills
- Excellent, analytical and evaluation skills.
- Solid experience on legal and institutional aspects of the rural sector, including land administration, forestry and agriculture.

4. GENERAL INFORMATION

- a) Consultants will be on a 3-month probation period and will complete assignment based on satisfactory performance.
 - b) The Forestry Development Authority is a gender sensitive institution. *Females are encouraged to apply.*
 - c) Only shortlisted candidates will be contacted for the selection process.
5. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's *Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers*, January 2011 revised July 2014 ("Consultant Guidelines").

A Consultant will be selected in accordance with the Individual Consultant Selection method set out in the Consultant Guidelines.

Further information can be obtained at the address below during office hours 0900 to 1600 hours GMT.

Expressions of interest must be delivered in a written form to the address below (in person, by mail or by e-mail) by **16:00 GMT on March 31, 2017. Envelopes or subject of emails must be marked "Ref: Expression of Interest for Community Forest Extension Officer"**.

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