

## **Consultancy announcement**

**Consultant: Community-based Fire Management Research Assistant**

**Deadline for application: 13 December 2024**

RECOFTC is an international nonprofit organization working towards a future where resilient communities with respected rights thrive in forest landscapes that they manage sustainably and equitably. We take a long-term, landscape-based and inclusive approach to supporting local communities to secure their land and resource rights, stop deforestation, find alternative livelihoods and foster gender equality. We have more than 37 years of experience working with people and forests and have built trusting relationships with partners at all levels. As a trusted, honest broker, we occupy a distinct position as an international organization that supports, informs and brings together governments, communities, businesses, academia and civil society organizations. Our innovations, knowledge and initiatives enable countries to foster good forest governance, mitigate and adapt to climate change and achieve the UN Global Goals.

RECOFTC operates in the Asia-Pacific region, with country offices in Cambodia, Indonesia, Lao PDR, Myanmar, Nepal, Thailand and Viet Nam.

RECOFTC, in collaboration with the USDA Forest Service, is leading the Community-based Fire Management (CBFiM) project to empower Asian communities in sustainably addressing forest fires. This initiative focuses on capacity-building, policy development and knowledge-sharing in Cambodia, Lao PDR, Thailand and Viet Nam fire-prone areas. The project aims to enhance fire management strategies, build resilience against climate change and deforestation and contribute to regional benefits such as reduced transboundary smoke and haze.

To support CBFiM's objectives, the FIREPOL project, funded by the European Research Council, investigates the political drivers of wildfire management through a comparative study of wildfire policies, power dynamics and community-based practices. FIREPOL aims to create a comprehensive fire-related policies and norms dataset across 20 Asian countries (Afghanistan, Bangladesh, Bhutan, Brunei, Cambodia, India, Indonesia, Iran, Lao PDR, Malaysia, Maldives, Myanmar, Nepal, Pakistan, Philippines, Singapore, Sri Lanka, Thailand, Timor Leste, Viet Nam). This dataset will inform CBFiM's efforts by providing insights into existing fire management regimes, community involvement and policy gaps.

RECOFTC is seeking a consultant to serve as a research assistant for its main office in Bangkok, Thailand. The initial contract will be for three months, with the possibility of an extension based on project needs and performance. While the start date is flexible, availability from February 2025 is preferred. The consultant is expected to work about 40 hours per month, with the workload varying according to specific tasks and project requirements.

## **Specific tasks and duties**

The consultant will report directly to the Project Coordinator and CBFiM Regional Project Manager, working primarily remotely with occasional in-person meetings or workshops as needed.

The consultant will be responsible for the following tasks:

1. Collecting and analyzing fire-related policy documents, laws and institutional frameworks from the following countries: Afghanistan, Bangladesh, Bhutan, Brunei, Cambodia, India, Indonesia, Iran, Lao PDR, Malaysia, Maldives, Myanmar, Nepal, Pakistan, Philippines, Singapore, Sri Lanka, Thailand, Timor Leste and Viet Nam
2. Supporting project coordination by tracking timelines, organizing files and preparing regular team updates
3. Assisting in the organization of workshops and training sessions including managing logistics, scheduling and communicating with participants

## **Qualifications and experience**

The consultant should have the following qualifications and experience:

- Bachelor's degree or current enrollment in a programme related to public policy, environmental studies, political science or a similar field
- Strong analytical skills with meticulous attention to detail
- Proficiency in data management tools (e.g., Excel, Google Sheets)
- Strong organizational and communication skills
- Fluency in English (both written and spoken)
- Proficiency in one or more languages from the following countries: Afghanistan, Bangladesh, Bhutan, Brunei, Cambodia, India, Indonesia, Iran, Lao PDR, Malaysia, Maldives, Myanmar, Nepal, Pakistan, Philippines, Singapore, Sri Lanka, Thailand, Timor Leste, Viet Nam) is desirable

We particularly encourage applications from young professionals and students passionate about environmental issues and eager to gain practical experience in the field of community-based fire management.

## **RECOFTC's core values**

At RECOFTC, our core values are the foundation of our culture and guide all our work. In addition to job-specific skills and experience, the applicant should possess the following characteristics, attitudes and skills:

- Embrace innovation
- Adapt to and learn from challenges
- Nurture commitment, responsibility and ownership
- Collaborate with partners and stakeholders
- Commit to sustainability
- Cultivate participation, gender equity and social inclusion
- Prioritize wellbeing

## **How to apply**

The selection process will include a review of qualifications and experience followed by an interview to assess technical knowledge and understanding of the CBFiM project's objectives.

Interested candidates should submit their CV and cover letter to [cbfim@recoftc.org](mailto:cbfim@recoftc.org) with a copy to [marina.tornorsam@recoftc.org](mailto:marina.tornorsam@recoftc.org). Use the email subject line "Research Assistant Application". Applications will be reviewed on a rolling basis.

For more information about RECOFTC, please visit our website [www.recoftc.org](http://www.recoftc.org).

RECOFTC is committed to non-discrimination and equal opportunity. Applicants will not be discriminated against based on ethnicity, religion, age, nationality, physical disability, sexual orientation, gender identity, colour, marital status, medical condition, or any other classification protected by RECOFTC's values and code of conduct. Reasonable accommodations may be made to enable qualified disabled applicants to participate in the application process. If you require special accommodation, please inform RECOFTC's Human Resources in writing at the time of application. The successful candidate will be selected based on merit. RECOFTC strongly encourages women to apply.