

Terms of Reference for Consultant Recruitment

I. Position Information
<p>Job code title : Participatory Land Use Planning (PLUP) Specialist Department : SGC Location : Remote/Hybrid (Samarinda is preferred) Report to : Project Coordinator, MEL Specialist, and Program Director</p>
II. Job Purpose
<p>Introduction</p> <p>East Kalimantan (EK) Province is implementing the Emission Reduction Program (ERP) supported by the Forest Carbon Partnership Facility (FCPF). Within this context, the Enhancing Access to Benefits while Lowering Emissions (EnABLE) Project Phase 2 plays a role in ensuring that the benefits of emission reduction are inclusively allocated and distributed to those most affected by land-use dynamics (marginalized, vulnerable, and adat communities). EnABLE is designed to strengthen the enabling environment for community participation, improving their ability to access both carbon and non-carbon benefits, and to address gaps in social inclusion and governance mechanisms so they can meaningfully participate in and benefit from the ERP. The project covers approximately 71 villages in Paser, Penajam Paser Utara, Kutai Barat, and Mahakam Ulu districts with diverse customary land and varying degrees of land tenure security.</p> <p>In this province, many local communities, especially adat groups, rely on customary systems that may not be formally recognized within statutory land governance frameworks. This creates vulnerabilities, limits access to government programs, and can undermine participation in emission reduction initiatives. Women in particular often face additional barriers in land access, representation, and decision-making. Therefore, a participatory and inclusive approach to land use planning is essential so that marginalized groups have a voice in shaping land management decisions that affect their livelihoods and rights.</p> <p>Given the necessity of land use planning and land tenure resolution to the achievement of EnABLE objectives, a Participatory Land Use Planning (PLUP) expert is important to be hired by the program. The PLUP Specialist will help communities articulate their land-use priorities, clarify tenure relations, map existing and future land uses, and identify opportunities for sustainable livelihood development. By integrating community knowledge with technical land-use methodologies, PLUP specialist becomes an essential person to empower local stakeholder and reduce potential conflict in project site locations.</p> <p>The PLUP Specialist will be responsible in supporting the project’s overall mission to strengthen social inclusion, enhance community capacity, and enable fair and transparent access to carbon and non-carbon benefits. Moreover, the he/she will provide technical guidance, capacity building, assessment, and stakeholder coordination that align with both the EnABLE POM and the World Bank Operational Policies governing the project.</p>
III. Principal Accountabilities

Scope of Work and Key Responsibilities

The PLUP Specialist will perform the following duties:

A. Analysis and Advisory Services

- Provide technical guidance on Participatory Land Use Plan (PLUP) development in alignment with EnABLE objectives and the East Kalimantan Jurisdictional-ERP.
- Conduct studies and analytics on community land tenure and land-use-related issues at both district and village levels within EnABLE project locations to inform project planning, interventions, and potential policy making.
- Establish PLUP operational plan that reflect social inclusion considerations for marginalized groups, adat communities, and women.

B. Capacity Building and Training

- Facilitate capacity-building sessions for EnABLE Project Staff, Government officials at provincial, district, and village levels, Contracted CSOs, Community beneficiaries and facilitators.
- Develop training modules and technical guidelines for PLUP implementation.
- Support continuous learning by organizing refresher trainings and mentorship sessions as needed.

C. Knowledge and Communication Products

- Prepare knowledge products, technical briefs, and communication materials related to participatory land use, land tenure, and best practices.
- Contribute to the generation and dissemination of lessons learned, success stories, and community-friendly PLUP guidance tools

D. Stakeholder Coordination and Engagement

- Support the facilitation and strengthening coordination on Participatory Land Use Planning with provincial technical agencies/offices, including land governance institutions, forestry agencies, and local governments (sub-national, districts, and villages level).
- Support relationship-building with government officials and community leaders in targeted districts and villages.
- Provide technical representation of PLUP components in multi-stakeholder meetings, consultations, and development of project activities planning.
- Perform other tasks related to PLUP and land governance as assigned by the Project Coordinator to support project implementation

IV. Deliverables and Timeline

- A guidance tool/report outlining approaches, methodologies, and technical recommendations for PLUP development aligned with EnABLE objectives and the East Kalimantan Jurisdictional ERP. This includes guidelines to support field teams in applying social inclusion principles.
- Report on the assessments of community land tenure systems and land-use issues at district and village levels within EnABLE project sites.
- Report on how PLUP plan (including the strategy) incorporate gender-responsive, socially inclusive approaches for marginalized groups, adat communities, and women.
- Training modules including overview/main principles, slide decks, exercises, methodology notes, and evaluation tools for government officials, project staff, CSOs, and communities.
- Mentorship plans, technical coaching notes, and records of refresher sessions conducted for project teams and community facilitators.
- Technical papers, briefs, or guidance notes on PLUP processes, community land tenure issues, land-use best practices, or relevant thematic topics.
- Community-friendly PLUP information packages (posters, brochures, infographics, or videos).
- A plan detailing engagement strategies on PLUP with key technical agencies, land governance institutions, forestry offices, and local governments.

Table 1 Deliverable Timeline*

No	Deliverables	Apr	May	Jun	Jul	Aug	Sept
1	PLUP guidance tool/report (incl. social inclusion guidelines)						
2	Community land tenure & land-use assessment report						
3	Gender-responsive & socially inclusive PLUP report						
4	Training modules (overview, slides, exercises, methods, evaluation tools)						
5	Mentorship plans, coaching notes, refresher sessions						
6	Technical papers, briefs, guidance notes						
7	Community-friendly PLUP information packages (outreach)						
8	Engagement plan with technical agencies & local governments						

* It is assumed that the specialist will be onboarded in April 2026, following the completion of the recruitment process and Eid Mubarak 2026. However, it will be adjusted later to be February/March 2026 if possible

IV. Time Frame

The consultancy is expected to last **6 months (60 working days)**, with possible extension based on project needs and consultant performance.

IV. Qualifications

- Education**
- Advanced degree in Forestry, Environmental Management, Geography, Anthropology, Social Sciences, or another related field relevant to land governance and community-based natural resource management.
 - Additional certification training in participatory mapping, GIS, community facilitation, or tenure rights analysis is an advantage.
- Experience**
- Minimum 7 years of professional experience in participatory land use planning (PLUP), community land tenure assessments, social forestry initiatives, or community-driven natural resource management.
 - Local candidates domiciled in East Kalimantan are strongly encouraged to apply, as **this will be considered an advantage**.
 - Demonstrated, hands-on experience working with indigenous peoples (adat communities) in East Kalimantan and strong understanding of local socio-cultural systems, historical land claims, and traditional livelihood practices.
 - Experience working with marginalized and vulnerable groups, with a proven ability to integrate gender equality, social inclusion, and culturally sensitive approaches into planning processes.
 - Solid experience in designing and facilitating capacity-building activities, community training programs, and technical workshops for village communities, customary institutions, project staff, and local government actors.
 - Proven experience coordinating with Bappeda, Dinas Kehutanan, ATR/BPN, village governments, and other technical stakeholder institutions relevant to land governance is an advantage.
 - Familiarity with national and East Kalimantan's forestry regulatory and policy landscape, including social forestry schemes, land administration frameworks, and forest management units (KPH).
 - Prior involvement in projects funded by the World Bank, bilateral donors, multilateral agencies, or other international organizations is a strong asset.
 - Experience producing technical assessments and reports that incorporate both community knowledge and scientific/technical land use methodologies.
- Skills and Competencies**
- Strong analytical and research abilities in land tenure analysis, spatial planning, participatory mapping, conflict-sensitive land governance, and community diagnostic assessments.
 - Excellent communication, negotiation, and facilitation skills, with the ability to engage respectfully and effectively with adat leaders, women's groups, youth, and diverse community stakeholders in rural Kalimantan settings.
 - Demonstrated ability to prepare high-quality technical documents, training modules, guidelines, and knowledge products that are accessible to both technical and non-technical audiences.
 - Competence in using GIS tools, participatory mapping techniques, land-use data collection methods, and digital or manual tools for field-based participatory processes.
 - Proficiency in English is preferred. Understanding of local East Kalimantan languages or willingness to learn basic terms used in adat or village contexts is an advantage.
 - Ability to work independently, adapt to remote field environments, manage multiple tasks, and maintain cultural sensitivity and professionalism.

V. Signatures- Job Description Certification

Name	Signature	Date
Name	Signature	Date
Name	Signature	Date

[Note: ToR/Job Description Should Not Exceed 2 Pages]