

Terms of Reference for Full-time Consultant Recruitment

I. Position Information

Job code title : **Biodiversity Conservation Specialist**
 Location : Sijunjung District, West Sumatra Province
 Duration of contract: 4 Months and possible extension
 Supervisor : PIU Coordinator West Sumatra – RIMBA Project

II. Project Context

The RIMBA Ecosystem Corridor Strengthening Program (RIMBA Project) is a grant-funded project supported by the Global Environment Facility (GEF) through the United Nations Environment Programme (UNEP). The project is implemented by the Directorate General of Spatial Planning, Ministry of Agrarian Affairs and Spatial Planning/National Land Agency (ATR/BPN), supported by the Project Management Unit (PMU) based in Jakarta and Project Implementation Units (PIUs) in the Provinces of Riau, Jambi, and West Sumatra.

The RIMBA Corridor covers approximately 3.8 million hectares, connecting conservation areas such as Kerinci Seblat National Park, Bukit Tigapuluh National Park, and Berbak National Park. The project aims to protect biodiversity and enhance carbon stocks by promoting green economy practices involving government institutions, the private sector, and local communities.

To ensure the proper preparation process for the implementation of the Carbon and Biodiversity Credit pilot project in Sijunjung Regency, West Sumatra Province, the project requires two specialists in Community Development and Biodiversity Conservation to ensure that the preparatory processes carried out by the selected NGO are implemented effectively, on schedule, and in accordance with project objectives.

III. Functions / Key Results Expected

Scope of work

1. Identify biodiversity and carbon-related issues associated with project development.
2. Collect data to develop project design and analysis, especially the baselines, monitoring plans, project logic (benefits), and environmental screenings related to biodiversity and carbon.
3. Develop recommendations and strategies for biodiversity and carbon management at the project site.
4. Collaborate closely with the implementing experts and NGO to monitor biodiversity and carbon dynamics within the project area.
5. Coordinate with other stakeholders at both local and provincial levels to ensure successful project implementation.

IV. Impact of Results

The deliverables of this position include expert technical support, reports, and strategic plans to ensure the effective preparation and implementation of carbon and biodiversity credit activities in Sijunjung Regency.

V. Key Deliverables

No	Deliverable	Frequency
1	Coordination, communication, and facilitation plan through the end of the contract	At the beginning of the project (First month)
2	Monthly Project Target Monitoring Report	During the contract period
3	Produce a report on biodiversity target taxa, plot designs, measurement tools, and data collection plans.	Monthly
4	Provide biodiversity and carbon strategies and implementation recommendations.	At the end of the contract
5	Contribute biodiversity and carbon data to drafting Project Idea Notes (PIN) for biodiversity and carbon credit initiatives, focusing particularly on Project Design analysis, including biodiversity & environmental baselines, proposed biodiversity monitoring, project logic (biodiversity & environmental benefits), environmental screening, and other relevant environmental issues.	At the end of the contract
6	Final Assignment Report	Once

VI. Competencies

- Ability to independently construct and describe field dynamics in written reports at every stage.
- Proficiency in English is preferred.
- Ability to work in teams and under tight deadlines.
- Ability to manage multiple tasks independently with minimal supervision.
- Experienced in drafting Concept Notes (PIN or other similar formats)) and well-versed in Project Design Documents (PDD) for Biodiversity and or carbon credit initiatives.

VII. Recruitment Qualifications

Education:

Minimum Bachelor's Degree (S1) in Biology or related fields from an accredited university.

Experience:

- At least 3 years of experience related to biodiversity & environmental surveys.
- Experience working on carbon, biodiversity and environmental issues.
- Previous experience in international development projects or foreign-funded grants is preferred.

VIII. Signatures- Job Description Certification

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