



Natural Resource Management Program Specialist

Job Description

Full-time staff position, Jakarta, Indonesia

Posted: 16 October 2024

Closing: 8 November 2024

The successful applicant will be hired through a contractor (METI Inc.) to work with the **U.S. Forest Service (USFS) Office of International Programs** on international natural resource projects.

Management and Engineering Technologies International, Inc. (METI), in support of the U.S. Forest Service (USFS) Office of International Programs (IP), may require the services of a full-time Natural Resource Management Program Specialist to help administer a U.S. government (USG)-funded program based in Jakarta, Indonesia.

Background

The United States Forest Service (USFS) is the principal domestic technical agency for forestry and natural resource management in the United States and the largest natural resource research institution in the world. Its 35,000-person workforce possesses a wide range of natural resource management skills, including expertise in forest and rangeland management, protected area management, wildlife management, research and practical applications related to ecological resilience, recreation and tourism development, ecosystem services valuation, and ecosystem restoration, among others. The agency's multiple-use mandate requires that it balance conservation with social and economic interests, necessitating a pragmatic approach to natural resource management. Further, the Forest Service works extensively with resource management agencies at both the federal and state level and with communities, tribes, and civil society to coordinate management, seek input, and resolve conflict – the agency is well-versed in the shared management of resources that do not adhere to political and administrative boundaries (i.e., ecosystems and their primary constituents – water, wildlife, soils, and services).

USFS International Programs (USFS-IP) partners with USAID Indonesia to enhance sustainable forest management by providing technical and implementing support to contribute to USAID Indonesia's Country Development Cooperation Strategy (CDCS) 2020-2025. Advancing Landscape and Ecosystem Management (ALAM) is a 5-year interagency program funded by USAID Indonesia and implemented by USFS-IP. The program will provide an efficient mechanism through which USFS can offer unique technical expertise and capabilities from its experience in managing America's forests and grasslands for more than 100 years. In collaboration with USAID Indonesia, USFS will develop technical cooperation with relevant Government of Indonesia (Gol) counterparts to support Indonesia's Forestry and Other Land Use (FOLU) Net Sink 2030 plan. Furthermore, the program will provide a platform for the United States Government (USG) to support Gol to continue to build upon proven strategies in sustainable forest management, ecosystem conservation, carbon sequestration, adaptation to natural hazards, disaster risk reduction, and women and youth engagement.

The project is seeking a qualified and experienced professional to be the full-time 'Natural Resource Management Program Specialist' based in Jakarta, Indonesia.

Position Description

Reporting and working closely with USFS-IP Program Manager based in Washington, DC, Management and Engineering Technologies International Inc. (METI) office, and ALAM Project Management Lead based in Indonesia, the Natural Resource Management (NRM) Program Specialist will provide technical and administrative support to the ALAM program. The NRM Program Specialist will ensure effective implementation of the technical activities from the workplan and recommend necessary adjustments as needed. The NRM Program Specialist will coordinate closely with ALAM team members and provide technical and positional capacity building support in relation to the technical cooperation programs.

The NRM Program Specialist would support the program in capacities such as, but not limited to, the following:

- Provide technical and administrative support for effective implementation of ALAM program involving relevant USG agencies, Gol ministries, academic institutions, community-based organizations, NGOs, and other relevant stakeholders
- Coordinate in-country technical visits by international personnel, workshops and trainings, including but not limited to, arranging meetings, identifying workshop/training participants, preparing and sending invitations, arranging venues, arranging participant travel, and other logistics.
- Facilitate the implementation of all technical cooperation activities with Gol ministries and other relevant sectoral stakeholders.
- Provide ongoing professional representation of the ALAM program and ensure the program's priorities and interests are maintained
- Contribute to ongoing USFS work planning processes, including providing recommendations and inputs to the design of the ALAM program activities with Gol ministries and other relevant sectoral stakeholders.
- Provide reporting including monthly progress reports and activity reports, including information indicators and activities on relevant activities.
- Maintain close communications with Gol ministries and other relevant counterparts in Indonesia to ensure that USG technical assistance is meeting needs and expectations
- Conduct consultations with relevant stakeholders including academic institutions, NGOs, and government entities in Indonesia in order to inform future USFS work
- Provide regular and comprehensive reporting to the ALAM program leaderships on all developments and communications with stakeholders
- Take direction from the Project Management Lead and effectively facilitate programmatic and coordination decisions with necessary stakeholders
- Work closely with the MEL Specialist to assess impact of partnerships, trainings, and capacity building activities
- Coordinate with other team members to provide expert guidance related to administrative process and supervise the support admin and operations program staff as necessary
- Carry out any other related responsibilities as assigned by the office.

Qualifications

The NRM Program Specialist should have the following skills and experience:

- Bachelor's degree or higher in forestry, environmental science and/or natural resources management, or related fields.

- Minimum of 7 years' experience working in natural resource management positions. Prior experience working with USAID or USG programs/projects is highly preferred. Proven experience in providing effective coordination is required.
- Demonstrated understanding of Indonesia's forestry and climate change context, highly preferable having experience working with the Gol ministry in charge of forestry and climate change topics.
- Demonstrated ability to work effectively without day-to-day supervision
- Demonstrated ability to develop strong networks within the forestry and natural resources sectors in Indonesia
- Sound understanding and demonstrated ability to effectively understand Gol policies and coordinate with Gol officials, preferably understanding the administrative framework of international cooperation
- Demonstrated ability to work in multi-disciplinary teams and develop a network of contacts among international donor officials, USG, Gol, and non-government staff.
- Possesses a demonstrated ability to establish strong working relationships with staff from national and local government, the private sector and civil society.
- Able to develop effective working relationships with the project/program team members as well as with the external suppliers, vendors and service providers.
- Interest in learning new tools, ability to make evidence-based operational decisions.
- Proven ability to provide on-the-job capacity-building training to other team members.
- High proficiency in relevant computer applications e.g. MS Word, MS Excel, MS- PowerPoint, and basic internet skills are required.

Salary: Relevant to the technical skill level of the position but may be adjusted to account for additional experience and skills.

Level of Effort: 12 months, with the possibility of extension.

If the USFS were to secure the services of an individual with these skills, the successful applicant would be hired through Management and Engineering Technologies Inc (METI).

Instruction for Application Submission

Interested applicants are requested to properly fill in the application form available at the following URL: <https://forms.gle/xf3CEw4KkpSp6hbMA>

Please include a cover letter and a curriculum vitae (CV) with full contact details, specific description of educational background, career experiences, and achievements.

METI, Inc. is proud to be an equal opportunity employer and is committed to building a workforce representative of the diverse communities we serve. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status, age or any other federally protected class.