

## **TERMS OF REFERENCE**

### **Regional Technician and Data Management Specialist within the GEF-UNDP-UNESCO project.**

Responsible Unit: SC/ATA

Duration: 17 March 2025 – 31 December 2025

In the framework of the UNESCO-GEF Cryosphere project on “Strengthening the resilience of Central Asian countries by enabling regional cooperation to assess glacio-nival systems to develop integrated methods for sustainable development and adaptation to climate change”, under the overall authority of the Director of the UNESCO Almaty Office and the direct supervision of the Project Manager (PM), the Contractor shall contribute to the Components 1 and 3 of the aforementioned project.

#### **I. TASKS:**

Task 1. The Regional Technician will be responsible for providing the technical support of field expeditions:

1. Provide technical advice on the monitoring infrastructure.
2. Install new field equipment for cryosphere monitoring when available.
3. Manage the procurement, maintenance, and updates of field computers in collaboration with University of Fribourg (UniFR).
4. Contribute to maintenance of current installed monitoring instruments
5. Download data from current instruments, pre-process the data and share with project partners and stakeholders.
6. Coordinate and assist in the planning and installation and application of new monitoring instruments and technologies.

Task 2. Technical support in material development and preparation:

1. Prepare data to be stored in open-access databases (e.g. SDSS) for different types of datasets and formats.
2. Contribute to the development of the strategy for data collection in areas where there are acute shortages of data.



**Task 3. Training of young technicians in all project countries (if requested):**

1. Strengthen the capacity of national partners by conducting training sessions for dedicated personnel on handling, maintaining, and repairing monitoring infrastructure in the field.
2. Organize a workshop for national partners/students for basic maintenance, repair work, and data download on existing infrastructure.
3. Continuously improve proficiency by participating in training sessions and workshops.
4. Collaborate with SensAlpine to improve proficiency and provide support for workshop organization.

**II. Expected Outputs and Deliverables:**

1. A comprehensive workplan with the timeline on the implementation of the tasks assigned.
2. Reports on workshop and capacity building activities, documentations and manuals.
3. Reports on planned maintenance and installation work for summer field work.
4. Data products: Data downloaded, data access.
5. Reports: Protocols on installation, maintenance and repairs, technical report on works conducted.
6. Contribution to training and student supervision.

**III. Required Skills and Experience:**

- At least a higher-level education degree in the related field of studies.
- More than eight (8) years of experience in the related field of work.
- Relevant experience in engineering and technical maintenance would be an advantage.
- Relevant experience in data analysis and monitoring would be an advantage.
- Relevant experience in Central Asia.

*Note to the applicants:*

Please send the following documents to apply:

- An up-to-date curriculum vitae.
- A statement indicating how the candidate's qualifications and experience make him/her suitable for the assignment.
- An indication of the approach the candidate would adopt to carry out the assignment, including any inputs that may be required from UNESCO.
- The overall cost of the assignment should be expressed as an overall lump-sum. Any travel and subsistence requirements should be indicated separately.

The proposals and any supporting documents should be in English. The proposals should be submitted by e-mail not later than **10 April 2025** to [a.kulzhabayeva@unesco.org](mailto:a.kulzhabayeva@unesco.org).

Should you be interested in this work assignment, please send us your written proposals by the indicated deadline. We would be also grateful for further sharing of this call with other suitable candidates through your professional networks.