

**Terms of Reference (ToR) for Assistant Project Officer
for Partnership in Enhanced Research Engagement (PEER),
UWICER, DoFPS, MoAF**

Project Background

UWICER, under the Department of Forest and Park Services, MoAF, has secured PEER's Fund on competitive basis for the research project title *'Impact of climate change on alpine timberline and its socio-economic impact on highlander in Bhutan'* funded by USAID and implemented by NAS (National Science Foundation), USA. Subsequently, the Grant Agreement was signed between DoFPS, GNHC and Bhutan Foundation for the period of 12 months with the possibility of additional 6 months 'extension.

Increasing evidences indicate that forests in Bhutan are already impacted by warming trends and developmental activities. In Bhutan, the alpine regions are most vulnerable due to amplified warming, topographic setting and socio-economic factors such as presence of marginalized communities. However, the least number of studies on alpine ecosystem dynamic is conducted in Bhutan. Except for a few ad-hoc studies, no systematic studies have been conducted to map, quantify and record shift in alpine treeline and its impact on highland communities.

One of the objective of this project is to map, quantity and asses change in alpine timber using satellite data and cloud-computing platform. This will be corroborated with current ground fact about deteriorating pastureland, both in terms of quality and quantity, through field data collection and socio-economic surveys. Furthermore, its impact on socio-economic (livelihoods) of highland communities will be studied together. A key output from this exercise will be Google Earth Engine tool to map, quantify, access and visualize change in timberline. This will aid to quantify the timberline shift over the last 40 years (1980 to 2020) in 5 years' interval and further help us to monitor its changes in future. In addition, change map of alpine pastureland at 5 years' interval will be produced (1980- 2020) using satellite data and ground data at the national scale.

More importantly, a reliable tool and information that will map, quantity and monitor timberline dynamic and its impact on pastureland is expected to enable resources managers to decide on the area of conservation, management and pasture land development in the context of competing land uses.

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Duties and responsibilities

Overall, the assistant project officer will coordinate and implement project activities under the direct supervision and guidance of the Principal Investigator (PI) as per the project timeline and agreement. He/she will be trained on usage of basic GPS and other Geo-spatial tools prior to taking up his/ her responsibilities. Specifically, he/she will execute following tasks:

- Liaise with relevant stakeholders to implement project activities

- Monitor and report project activities progress to PI, UWICER, DoFPS
- Coordinate and facilitate to conduct workshop/meeting/training of the project
- Coordinate and carry out field data collection of the project
- Coordinate and carry out socio-economic survey of the project
- Assist PI, UWICER, to carry out satellite/ field data management and analysis of the project
- Assist PI, UWICER, to prepare progress report (Physical and Financial) as per the project agreement
- Train highlander un-employed youths on GPS usage
- Carry out any other tasks assigned by UWICER, DoFPS

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Contract and remunerations

- The Assistant Project Officer will be recruited for one year with possible extension based on his/her performance.
- Pay and benefits shall be paid at the *consolidated* contract of P5B as per the existing RGoB financial rules and regulations.
- He / She will be based at the Ugyen Wangchuck Institute for Conservation and Environment, Laimai Goempa, Bumthang.
- He / She will be entitled to Travel Allowance(TA) and Daily Sustenance Allowance as per the RGoB Financial rules and regulations.
- Contract Agreement shall be executed as per BCSR.

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Pre-mature termination of Contract

The contract of recruit could be terminated pre-maturely on the following reasons:

- Failure to deliver his/her responsibilities as per the ToR
- Medical ground (conditions that makes him/her incapable of performing assigned duties)
- Termination shall be upon concurrence and endorsements by HRC, MoAF
- Prior to contract termination, both the parties (recruit and recruiters) need to be informed each other at least two weeks ahead.

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Qualification and Experiences

- Applicant must have minimum of Bachelor Degree, preferably in Environmental Science, Natural Resources Management, Forestry, Geographic Information System and Data Science.
 - Relevant work experiences in project management, eco-economic survey and bio-physical field data collection will be an added advantage
 - The applicant should be un-employed at the time of application
- The applicant should have attained at least 18 years of age and not more than 40 years.