

Guyana Forestry Commission/ Conversation International

Transforming forest management in Guyana through an effective and sustained monitoring reporting and verification system (Years 6 – 9 MRVS support)

Terms of Reference- Consultation and Outreach Consultant

1. Background/Context

As one of the largest remaining blocks of primary tropical forest on Earth, the Guiana Shield Eco-Region play a critical role in mitigating climate change. The Eco-Region contains both the highest percent of primary forest cover (over 90% is intact tropical forest) and the lowest human population density of any major tropical area. Guyana's forest covers approximately 85% of the country, contains over 5GtCO_{2e} in above ground biomass, and is estimated at 18.5 million hectares (Guyana MRVS Interim Measures Report, December 2017). Guyana has expressed a commitment to contribute to addressing the second most important source of carbon dioxide emissions world-wide coming from deforestation and forest degradation, estimated at approximately 18% of global emissions.

The Government of Guyana (GoG) has embarked on a national programme that aims to protect and maintain its forests in an effort to reduce global carbon emissions and at the same time attract resources to foster growth and development along a low carbon emissions path.

The climate and forest partnership between the Government of Guyana and the Government of the Kingdom of Norway was initiated in 2009. This partnership has been instrumental in driving efforts to place the maintenance of forests at the heart of Guyana's developmental drive. The partnership entails Guyana's commitment to verifiably meeting goals detailed in the Memorandum of Understanding (MOU) and Joint Concept Note (JCN). Norway agreed to provide up to US\$250 million in performance-based payments to help Guyana transition to a low-carbon green development path.

The Guyana Forestry Commission (GFC) has the responsibility of overseeing the national implementation of key technical aspects of REDD+ activities, including the development and implementation of a Monitoring Reporting & Verification System (MRVS) for REDD+. The MRVS is a comprehensive, national system to monitor, report and verify forest carbon emissions resulting from deforestation and forest degradation in Guyana.

The long-term success of REDD+ in Guyana, and more specifically the successful design and implementation of the MRVS, will be best supported and achieved through broad-based, inclusive domestic support. Communication materials with appropriate messaging and language will be required to support stakeholder engagement and knowledge dissemination.

The GFC seeks to implement activities that will continue to inform relevant stakeholders, provide training, seek inputs and address issues and concerns raised by stakeholders through a continuous, iterative two way process of outreach, consultations and dialogue, incorporation of ideas; and effective dissemination of all relevant information. Specific focus will be placed on the continued development of the MRVS and other REDD+ related areas.

A series of technical and non-technical communication and knowledge products will be produced to support stakeholder engagement, consultation and communication for improvement of the MRVS and enhancement of its application to improve forest management. These materials will focus on connecting the MRVS to forest management policies and actions and will be used to support engagements with national and other stakeholders.

2. Scope of work

This Consultant will be required to conduct national outreach on REDD+ activities, specifically the MRVS and REDD+ related areas. The consultant will be expected to work along with the GFC and relevant stakeholders in planning and executing outreach activities. The consultant will be tasked with ensuring the dissemination of the outreach materials prior to conducting of sessions with national and community stakeholders.

The main objectives of this consultancy are:

- To enable continuity of stakeholder engagement;
- To further advance the level of discussion, feedback and overall understanding of REDD+ implementation in Guyana, the MRVS and related REDD+ areas, to further strengthen the level of stakeholder knowledge and participation.

To this end, the GFC seeks to engage the services of a Consultation and Outreach Consultant to:

1. **Prepare non-technical communication materials, including on the MRVS design, results and impact.**
 - a. Collaborate with other key government institutions to determine which key non-technical audiences to engage, and the most effective means of engagement them.
 - b. Collaborate with other key government and non-government institutions to determine key aspect of Guyana's MRVS and related issues of forest management that are critical to be understood by non-technical audiences nationally
 - c. Prepare communication materials
2. **Hold dialogue and capacity building sessions with national stakeholders**
 - a. Communication and explanation of the national forest monitoring system and related areas to different governmental actors through a series of workshops, including communication materials
 - b. Run a series of workshops to present and explain data and tools of Guyana's MRV system and discuss options for exchanging data and capacities
 - The workshops will be conducted in clusters with participation from at least 8 communities per cluster.
 - The following main clusters will be targeted, based on their central location in relation to forest-based communities and forestry activities:
 - I. Mabaruma (Region 1)
 - II. Moruca (Region 1)
 - III. Charity (Region 2)
 - IV. Parika (Region 3)
 - V. Bartica (Region 7)
 - VI. Kamarang (Region 7)
 - VII. Annai (Region 9)
 - VIII. Kwakwani (Region 10)
 - IX. Linden (Region 10)
 - X. NGO and Civil Society Cluster
 - XI. Private Sector Grouping

At least 5 representatives from each community per session will be targeted, each cluster should therefore have approximately 40 participants to allow for effective dedicated attention to be directed to each person and group of communities.

Efforts will be made to ensure representation and participation of all interested groupings, especially women, youth, elders and other vulnerable groups. Participation by persons with the capacity to share information with the rest of their communities will be encouraged.

3. Profile of Consultant

- 3.1 Qualifications: At least a Master's degree in Natural Resources Management, Forestry, Communication, Journalism, Public Relations; with professional work experience in engaging with multiple stakeholders at various levels and fora within Guyana.
- 3.2 Experience: Candidate must possess a minimum of 5 years proven experience at the national and/or international level with demonstrated experience in the communications field, including the creation of communications materials, specifically in working with indigenous and/or forest communities. Experience working with forest based communities in Guyana is preferred. The Candidate must also demonstrate relevant experience working with government institutions and public authorities; and knowledge of Guyana's work on REDD+, and other related subject areas.
- 3.3 Skills and Abilities: Candidate must also possess excellent oral and written English communication skills and be able to articulate ideas and prepare reports in a clear and concise style. Preference will be given to persons being able to communicate in culturally appropriate ways with forest communities of Guyana.
- 3.4 Technological Awareness: Ability to make effective use of relevant computer software programs for training and preparation of training materials (MS Office), and other equipment relevant to the execution of training workshops.
- 3.5 Adaptive Approach and Innovation: Candidate must be able to adapt his/her style/approach to Guyana's specific context and to be able to present information using novel and appropriate methods.
- 3.6 Teamwork: Good interpersonal skills and ability to establish and maintain effective working relations in a multicultural organization. Ability to provide effective support in relation to work conducted by colleagues.
- 3.7 Mentorship and Training: Preference will be given to Candidate that has demonstrated interest and experience in knowledge-transfer and skills development in order to build capacity in communications within the GFC.
- 3.8 Availability: The Consultant is expected to make his/herself available throughout the duration of the project.

4. Authority and Role

4.1 The Role of the GFC

The GFC has full authority and responsibility for this contract which includes oversight over service provider and of the procurement process. The GFC is a semi-autonomous organization formed in 1979 with a legal mandate to manage and control the utilization of the State Forest Estate. Its main role is to ensure the sustainable utilization of the State Forest Estate in keeping with sustainable forest management principles and guidelines captured in the Forest Act, 2009. Governed by a developmental mandate, this agency ensures that there is a balance among the pillars of social, economic and environmental development. Over the past decade, the Commission has undergone rapid development in the implementation of sustainable forest management, legality, and environmental standards.

The Guyana Forestry Commission will provide access to relevant personnel and information to be used in the preparation of training presentation and training materials. The management of GFC will approve the:

- Work plan
- Outreach presentations and additional material
- Reports on the sessions conducted, and
- Final report

The management of GFC will identify GFC staff members whom will be collaborating with the Consultant to plan and execute the outreach sessions. The Consultant will receive full logistical support at pre-approved level, from the GFC.

4.2 The Role of the Consultant

- a) Prepare a work plan, in collaboration with GFC management, detailing activities and outputs for the duration of the project.
- b) Develop non-technical communication materials to enhance knowledge and awareness of REDD+ implementation in Guyana, the MRVS and REDD+ related areas.
- c) Ensure the dissemination of the outreach materials prior to conducting the sessions, with due time afforded to persons to revise and prepare for engagement.
- d) Execute and report on training sessions with communities in collaboration with the GFC and REDD Secretariat.
- e) Ensure information sharing with local and information partners on REDD+ implementation, the MRVS, and other REDD+ related areas.
- f) Prepare reports on each outreach session held (detailing preliminary findings and recommendations) and a final report (detailing findings, recommendations, best practices and lessons learnt on complete execution of the assignment).

5. Reporting & Timelines

5.1 Deliverables

- Work plan- May 2018
- Outreach presentations and additional material- June 2018
- Reports on the sessions conducted- each report to be submitted 1 week after completion of session
- Final report- November 2018

5.2 Schedule and Duration

The work of the Consultant is expected to be conducted over a seven month period, from May to November 2018.

Extension of contract for this Post will be allowed for one additional period within the frame of MRVS Phase 2.

5.3 Remuneration

The fee for the implementation of activities and delivery of results for this consultancy will be negotiated between the GFC and the Consultant.