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**UNESCO Sponsored Traineeship Programme**

**Terms of Reference**

**(Natural Sciences)**

**GENERAL INFORMATION**

**Duration:** One Year

**Location:** Lalitpur, Nepal

**Organizational Unit**: UNESCO Kathmandu Office

**Supervisor (name, title):** Christian Manhart, Head of the Office

**DESCRIPTION OF THE TRAINEESHIP**

The trainee will assist in developing, planning and implementing activities and projects related to the natural science policies and capacity-building goals of UNESCO, including initiatives related to the preservation of Natural World Heritage of Nepal. The incumbent will work within the framework of UNESCO’s Medium-Term Strategy as well as the UN 2030 Global Agenda on Sustainable Development Goals. In particular, the trainee shall:

* Provide support on a broad range of issues related to environment, climate change, sustainable development, and the management of environmentally-protected areas in Nepal;
* Assist in the implementation of the Man and the Biosphere Programme (MAB) initiatives and protection of the Natural World Heritage (WH), in line with UNESCO’s areas of competence in natural sciences and culture programme, UN Partnership in Development Framework (UNPDF), UN Development Assistant Framework (UNDAF), and other national and international conservation strategies and conventions;
* Provide assistance to national authorities, peers, management and colleagues on development and implementation of joint programmes and activities in Science Technology and Innovation (STI) and basic sciences, in particular towards achieving the sustainable development goals;
* Assist for the improvement of science management at the national level;
* Assist in implementing and coordinating activities, events, and other initiatives related to UNESCO’s projects and activities in Science Policy and Capacity Building;
* Assist in identifying, designing and implementing projects to reinforce the priority of resource mobilization in support of interdisciplinary programme activities in STI for the implementation of national and/or regional strategies in sustainable development in the Asia-Pacific region.
* Undertake any other related official assignments as requested by the Head of UNESCO Office in Kathmandu.

**REQUIRED QUALIFICATIONS**

**Education:** Graduate degree or Master’s degree

**Subjects:** Biology, ecology, forestry, natural resource management, social sciences and/or related fields.

**Language skills:** Strong technical, written and spoken English skills

**Competencies and skills:**

* Strong understand of issues and policies related to forestry, ecology, natural resource management and conservation;
* Creativity in addressing environmental and conservation challenges;
* Ability to clearly express ideas in concept notes, formal proposals, discussions, and public presentations;
* Fundraising and networking skills (with partners and donors);
* Ability to collaborate with people from diverse backgrounds and cultures, and maintain effective working relations within a multi-cultural setting.

**LEARNING OBJECTIVES**

After the assignment the trainee will have:

* Acquired an in-depth knowledge of UNESCO’s Natural Science Sector, including conservation initiatives in Nepal related to MAB, Protected Areas, and Natural World Heritage sites;
* Learned how to work effectively in an international environment with diverse stakeholders;
* Attained experience in managing field projects, including developing skills such as planning and developing initiatives, coordinating amongst stakeholders, and monitoring and evaluating outcomes
* Gained solid working knowledge of the operations of an intergovernmental organization;
* Strengthened his/her analytical, communication, negotiation and interpersonal skills;
* Acquired the ability to successfully bring onboard new funding partners;
* Produced or contributed to effective communication materials such as technical reports, donor reports, articles, brochures, publications, and/or mission reports.

**ADDITIONAL INFORMATION**

* Experience in biology, ecology, forestry, natural resource management, social sciences and/or related fields will be an asset;
* Experience working with bilateral and multilateral donor agencies and NGOs will be an asset;
* Familiarity with the work and general functioning of the United Nations System will be an asset;
* Knowledge of the geopolitical context of the region.