

## **PROTECTED AREAS PARTNERSHIPS SPECIALISTS**

### **Republic of Georgia**

**OPPORTUNITY:** The U.S. Department of the Interior's International Technical Assistance Program (DOI-ITAP) is seeking candidates with a background in natural resources/ protected area management, with strong facilitation and coordination skills related to partnership development and outreach, for a two-week technical assistance assignment to the Republic of Georgia. Preference will be given to those individuals whose backgrounds and experiences include working with the public and private sectors, including donor and nonprofit organizations, and protected areas gateway communities. . Candidates should also be experienced in providing formal teaching, on-the-job and practical instruction, conducting and facilitating training sessions and panel discussions, and mentoring or coaching.

While assignment details will be finalized by the selected team, the DOI-ITAP in-country coordinator and our Georgian partners, the team will be expected to address the following general areas:

- Provide recommendations to the Ministry of Environment and Natural Resources and its agencies such as Agency for Protected Areas (APA) on working with the local public and private and international sectors in developing long-term partnerships.
- Design and deliver training that might focus on themes such as partnership development and management, developing and maintaining volunteer opportunities, grant/proposal writing, etc.
- Identify both in-country and external private and public sector funding opportunities.

**BACKGROUND:** DOI-ITAP provides assistance to developing countries on subjects of Departmental expertise on a reimbursable basis. The program is currently operating across the globe with support from organizations such as the U.S. Agency for International Development (USAID), the World Bank, the Inter-American Development Bank, and the Millennium Challenge Corporation.

Since 1999, DOI-ITAP has worked with the Republic of Georgia to develop its national system of protected areas. With funding from USAID/Georgia, DOI-ITAP has provided broad technical assistance at the headquarters level of the Ministry of Environment Protection and Natural Resources on issues of protected area system management, technical assistance, and training. Assistance has included helping to develop a training center and designing relevant training courses, assessing the Ministry's GIS capabilities and needs, planning visitor services protected area demonstration sites, visitor services infrastructure development, assisting in revising the country's national environmental laws, and others.

**ASSIGNMENT:** This will be a two-week assignment, based both out of the nation's capital, Tbilisi, and selected PAs. The timing of these trips will be scheduled in accordance with the preferred candidates' availabilities. Some time will be required at the home duty station for pre-trip preparation and post-trip follow-up activities (e.g. final trip report and recommendations). While in Georgia, the DOI specialists selected for this assignment will work closely with the project's Tbilisi-based on-site coordinator.

Training will consist of lectures and possibly field-based exercises and representative site visits that identify relevant needs and issues. A separate workshop(s) may need to be held on the preparation of grants and other funding proposals and in developing lists of possible donor organizations.

A close-out briefing with APA managers will include a discussion regarding the effectiveness of work conducted by the team and recommended follow-up actions.

**SCHEDULE:** These assignments are expected to occur in FY 09 or early FY10, with dates that will be set that are amenable to selected candidates and their supervisors.

**PRE- AND POST-TRIP DUTIES:** All travel and in-country logistics will be handled by DOI-ITAP. Background materials will be provided to the selected individuals prior to the trip. The selected individuals will be expected to work in collaboration with the DOI-ITAP manager on the preparation and follow-up for the technical assistance over phone and via email.

Within three weeks of completion of the trip, the team will provide the DOI-ITAP manager a brief draft report focusing on the trip events, evaluations, and recommendations for future related training and relevant technical assistance in Georgia.

**COSTS:** ITAP will cover all travel costs associated with this assignment (round-trip airfare, lodging, meals, immunizations, per diem, etc.). The salaries of the team members will be paid by their employing DOI agency for the duration of the international assignment, including pre- and post-trip obligation.

## **APPLICATION REQUIREMENTS**

Persons wishing to be considered for this assignment:

- Preference given to current or retired DOI employees and other USG employees;
- Must be an excellent facilitator with extensive experience in the delivery of training courses, coordinating multiple stakeholder meetings and workshops involving both the public and private sectors, and particularly have an extensive background in the effective management of protected areas and partnership development.;

- Experience in grant-writing and proposal development, particularly with international funding organizations, is highly desired;
- Must have a demonstrated ability to work with and adapt to the needs and abilities of agencies and professionals of different ethnic or cultural groups; and,
- Previous international experience is desirable.

Upon selection, candidates must submit a current physician-signed letter or medical review form indicating fitness-for-duty.

If you are selected for this assignment, you will be responsible for obtaining your supervisor's approval to participate in this program.

## **HOW TO APPLY**

Persons interested in being considered for this international assignment should send a resume or letter summarizing relevant work experience. A form SF-171 is acceptable. Please submit applications (electronically is preferred) to:

Megan Stouffer  
Email: doi\_int@yahoo.com

Please contact Barbara Pitkin (Tel: (202) 208-5221; Email: barbara\_pitkin@ios.doi.gov) or Marc Weitzel (marc\_weitzel@fws.gov; 805/644-5185) with any questions.

All applications should be submitted as soon as possible but no later than April 17, 2009.

Applications will be reviewed and interviews conducted as they are received.

All NPS applicants should also copy their applications to Rudy D'Alessandro (rudy\_dalessandro@nps.gov) in the NPS Office of International Affairs.

***As per NPS policy, if you have traveled for DOI-ITAP within the last 12 months, you are not eligible to apply.***

### **Application Process**

A short list of candidates will be interviewed by telephone. The entire selection process may take several weeks. All candidates will be notified of the results of the selection process by telephone, e-mail, or letter.

This position is open to all applicants who meet the stated requirements.