

Natural Resource Management Specialists

Country Assessments

Asia-Pacific Region

OPPORTUNITY: The U.S. Department of the Interior's International Technical Assistance Program (DOI-ITAP) is seeking candidates with broad, diverse backgrounds in natural resource management (see "Application Requirements") to conduct assessments and potentially provide targeted technical assistance in yet to be determined countries in the Asia-Pacific region. Successful candidates will be a member of a three to four person team (including a DOI-ITAP manager) that will visit one or more countries in the Asia-Pacific region to fully assess and recommend actions to be pursued by DOI-ITAP in support of US Agency for International Development (USAID) country specific or regional initiatives. It's anticipated that various teams will be assembled, depending on the final number of countries needing assessments. In addition to country specific/regional assessments, teams may be called upon to provide targeted technical assistance during their visit. Such targeted assistance, for example, might include delivering a short seminar on a subject particular to the team's expertise, or providing some one-on-one mentoring.

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. Department of State, USAID, the World Bank, and the Inter-American Development Bank.

DOI-ITAP is in the process of developing a long-term agreement with USAID Regional Development Mission Asia (RDMA) to provide support to regional efforts, such as the Coral Triangle Initiative, Asia's Regional Response to Endangered Species Trafficking, and other activities. Under this regional agreement with RDMA, support to USAID in-country missions and country specific activities will also be pursued.

Under this current recruitment, DOI-ITAP is seeking to line up candidates that wish to be considered for these assessment teams.

ASSIGNMENT:

The selected experts will travel to one or more yet undetermined countries in the Asia-Pacific region to conduct detailed assessments, on behalf of DOI-ITAP.

- In-country work will include in-depth field assessments involving site visits, literature review and interviews with partners and informants to obtain

knowledge about each country, USAID regional initiatives, and current or planned USAID country specific activities.

- Each team will consist of three to four DOI experts/consultants, including a DOI-ITAP manager. Experts from RDMA may also participate on teams.
- Each team will generate a detailed, targeted, annual or multi-year technical assistance work plan(s) that is specific to the country or countries visited. Work plans will outline DOI-ITAP support to country specific activities, in addition to proposing assistance to USAID regional initiatives.

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 fine-tuning work plans). While in- country, teams will work closely with DOI-ITAP managers and possibly USAID program management counterparts.

SCHEDULE: Trips will likely occur from February 2013 through July 2013, for a one to three week period.

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 via phone and email.

Within four weeks of completion of the trip, the chosen experts/team will provide the DOI-ITAP manager(s) with a brief draft report focusing on the trip events. *In addition, as noted earlier, each assessment team will be expected to develop, at least to first draft state, a detailed annual or multi-year work plan (s) that outlines the technical assistance program that DOI-ITAP and other partners will implement. A template will be provided.*

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 obligations.

APPLICATION REQUIREMENTS

Competitive applicants for this assignment will:

- Be a current or retired DOI employee;
- Have a very broad background in natural resource management. For example, experience should include a combination of some of the following priority themes: wildlife management; natural resource law enforcement, including wildlife/plant trafficking; general protected area management; developing and managing environmental education and outreach programs; sustainable tourism development; small and large scale land use planning; volunteer program development and

management, including youth engagement; developing and managing resource monitoring programs; and others. Please fully articulate in your cover letter and/or resume how you meet this factor.

- Demonstrated verbal and written communication skills. Includes facilitating multi-partner meetings and developing planning documents, particularly work plans
- Experience in consulting and/or delivering training and other forms of technical assistance to a variety of audiences.
- Demonstrated ability to work with and adapt to the needs and abilities of different ethnic or cultural groups;
- Experience, particularly in the conservation field, in Asia or the Pacific region preferred;
- Note if you have foreign language skills

Note: Your application will be considered for any country that ends up in need of an assessment. As noted, specific countries have not yet been identified, but if you have concerns about traveling to any particular country, please note that in your cover letter.

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, as well as additional approvals up your supervisory chain of command as necessary (see below).

Employees of the U.S. Fish and Wildlife Service, Office of Law Enforcement are required to have supervisory approval prior to submitting an application.

HOW TO APPLY

Persons interested in being considered for this international assignment must:

- Send a resume and cover letter summarizing direct, relevant work experience, related to the skills listed under application requirements. Please submit electronically to Marc Weitzel, 805-671-9746, marc.weitzel@ios.doi.gov; Tricia Bickley, partricia_bickley@ios.doi.gov; and Jason Riley, jason_riley@ios.doi.gov.
 - Cover letter and resume should be send as one document (preferably a PDF) with the file name "FULL NAME_BUREAU_JOB TITLE"
 - Subject line should read 'RDMA Mission Application'
- If your supervisor has already given approval, please indicate this.
- All applications should be submitted as soon as possible but no later than **December 10, 2012**. Applications will be reviewed on a rolling basis.

Any and all questions can be directed to the contact information above for Marc Weitzel (or 805-671-9746).

NPS applicants should copy their applications to Rudy D'Alessandro (rudy_dalessandro@nps.gov) in the NPS Office of International Affairs. All NPS applicants **must** have the approval to apply from their Associate Director or Regional Director.

All BLM applicants should also copy their applications to Olivia Sierra (osierra@blm.gov) in the BLM Office of International Affairs. BLM applicants **must** have the approval of their immediate supervisor to apply.

Employees of the U.S. Fish and Wildlife Service Office of Law Enforcement are required to have supervisory approval prior to submitting an application.

Application Process

The entire selection process may take several weeks. A short list of candidates will be interviewed by telephone. All candidates will be notified of the results of the selection process by telephone, email or letter. **The position is open to all applicants that meet the stated requirements. If applicants do not receive an email acknowledgement of receipt of their application, please inquire with the Project Managers listed above.**