

“National Coordinator in Guatemala ”

Internal-External vacancy

Reference 04COOGTM0721

Unit:	Economy, Environment and Sustainable Agribusiness
Immediate supervisor:	Unit Coordinator
Headquarters:	Guatemala
Type of position:	National Personnel
Duration:	1 year initially with extension subject to performance

GENERAL OBJECTIVE:

Support the implementation of IKI Scaling up ecosystem-based adaptation (AbE) measures in rural areas of Latin America which aims to increase the resilience of vulnerable communities and ecosystems in rural areas of Ecuador, Guatemala, and Costa Rica. The project will be developing and implementing proven, innovative, and cost-effective AbE approaches across ecosystems. AbE practices should be integrated into the revised NDCs, sectoral plans (especially agriculture and water) and the National Adaptation Plan to achieve national adaptation targets. Sustainability will be ensured through the development of innovative financial instruments, better governance, and knowledge sharing.

The project is implemented by Catie’s unity of Economy, Environment and Sustainable Agribusiness. (UEAAS).

The geographical scope of work of the national coordinator will be mainly the areas of intervention of the project in Guatemala: Quiché and Chimaltenango Area, Sierra Central Occidental (Altiplano) and in San Miguel Chicaj and Rabinal in the department of Baja Verapaz. Likewise, the work with national and regional entities to achieve the coordination and objectives of the Project.

The national Coordinator will oversee the coordination and correct technical execution of the Scaling-up Project of Ecosystem-Based Adaptation Measures (AbE) in the intervention areas in Guatemala and will have to work in close coordination with CATIE specialists in Costa Rica, as well as CATIE’s representation in Guatemala. The National Coordinator will be CATIE’s institutional focal point in Guatemala to the consortium leader (GIZ) and the other partner and co-implementing organizations at the national level, respectively.



- **DUTIES AND RESPONSIBILITIES:**

- Contribute to the intervention strategy for the unity of Economy, Environment and Sustainable Agribusiness (UEAAS) at the regional level in the technical, scientific, technical cooperation and training fields.
- Moderation of participatory processes with key actors ensuring good cooperation, coordination with implementation partners IUCN and GIZ.
- Ensure the timely, effective, and efficient implementation of the project under its responsibility, as well as the fulfillment of the objectives of the Project, ensuring efficient processes of planning, implementation, monitoring and timely evaluation of the same, in coordination with the implementing partners, the Regional Coordinator and teams from each of the countries participating in the Project, in accordance with the institutional guidelines of CATIE and the GIZ. This considers among other aspects:
 - a) Guide and ensure in time and quality the design and use of the Project's reporting system with its various formats and feedback mechanisms in accordance with the guidelines defined by the donor and regional coordination.
 - b) Prepare together with the partners of the consortium implementing the Project the annual operational plans (AOP) for Ecuador and their respective budgets to be presented in a timely manner to the Regional Coordinator, UEAAS.
 - c) Contribute to the preparation and ensure the timely delivery of the corresponding inputs from the Project reports with the support of technical and financial staff.
 - d) Contribute, in its area of specialty, with the implementation of the Project, including the preparation of dissemination materials and technical publications, and dissemination of results in accordance with the communication guidelines of the project.
 - e) Ensure alignment between the different work packages of the project in the field.
- Consolidate the project team in the geographical area where the project has activities in compliance with CATIE'S national laws and administrative-financial procedures.
- Manage the appropriate coordination between the leaders of the work packages at CATIE headquarters, the implementing partners; and national and regional/local institutions linked to climate change, natural resource management, etc., including governmental, non-governmental, and technical cooperation organizations.
- Contribute to the systematization, analysis, and classification of existing AbE measures in target areas and at the national level in terms of their positive or negative implications for the EBA and the livelihoods of the local population, and therefore their potential to contribute to the objectives of the project.

- **TECHNICAL COMPETENCES:**

- **Academic level:** Master's degree in environmental sciences, agriculture, agricultural economics, environmental economics, or related fields with experience in agricultural production systems (i.e., agroforestry, livestock, subsistence agriculture, forestry).
- Advanced studies such as doctorate is desirable.
- **Experience:**
- General professional experience: 8 years of professional experience in the development of projects in the country.
- Minimum 5 years of experience working with rural communities in Nature-Based Solutions oriented to climate change adaptation and disaster risk reduction, in the dimensions of governance, AbE practices, and with experiences in implementation of accompaniment strategies and capacity building.
- Experience in development cooperation (CD): 3 years of experience working on development projects with international cooperation
- Indispensable, high level of the English language (verbal and written – C1, a test will be held to evaluate this competence)
- Software: STATA, R.

- **OTHER REQUIREMENTS:**

- Good oral, written and reading comprehension of the Spanish and English language
- Willingness to travel in and out of the country
- Competence in the use of digital communication tools (e-mail, internet, social networks, and graphic design).
- Fluid handling of computer packages (Word, Excel, Access, Power Point, etc.)
- Up-to-date passport
- License to drive light vehicles.

- **PERSONAL COMPETENCES:**

- Search for information
- Initiative
- Good oral and written communication
- Analytical capacity
- Focused on continuous improvement
- Experience working with multidisciplinary teams
- Results orientation: directing performance continuously towards the achievement of goals and results.
- Planning and Organization
- Teamwork
- Focus on customer satisfaction
- Handling multiple tasks

Located in Costa Rica, CATIE combines science, postgraduate education and technical cooperation. Its campus is in a natural area rich in biodiversity, where tranquility and security allow a high quality of life. Innovation, excellence, service, integration and appreciation for diversity are within the institution's own values, where professional growth, international projection and multicultural exchange are favored.

For more information go to: www.catie.ac.cr. Interested persons should send an application letter (at their personal discretion), curriculum summary and salary claim (indispensable) Email: vacante@catie.ac.cr.

Deadline: July 25, 2021

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