



ICLEI - Local Governments for Sustainability, South Asia

VACANCY ANNOUNCEMENT:

Please respond by: 31st December 2024

I. Position Information

Project Associate/ Project Officer, Biodiversity – (2 Positions- New Delhi and Bangalore)

II. Organizational Context

ICLEI - Local Governments for Sustainability is the leading global network of more than 2,500 cities, towns and regions committed to building a sustainable future. By helping our Members to make their cities sustainable, low-carbon, resilient, biodiverse, resource-efficient, healthy and happy, with a green economy and smart infrastructure, we impact over 25% of the global population. ICLEI works with local governments through international performance-based, results-oriented campaigns and programs.

ICLEI's South Asia secretariat is presently operating from New Delhi, India. In its result-based approach, ICLEI brings cities around the world together to build partnerships and share techniques to promote participation and the effectiveness of environmental protection through local-level initiatives. ICLEI help cities strengthen their technical capacity, improve awareness of sustainability issues among elected representatives, administrators and citizens, provide information, and develop a greater capacity for cities to deliver basic services in the most sustainable manner.

ICLEI's substantive focus is helping cities build and share solutions to the challenges of:

- climate change
- urban biodiversity
- water and air pollution
- waste management
- energy
- built environment
- sustainable transportation
- disaster management
- environmental management systems

Projects related to thematic areas of urban biodiversity, energy efficiency, renewable energy, climate change, mobility, built environment, sustainability management, water, green growth etc are executed by ICLEI South Asia through support from several donors (BMUV, British High Commission, European Commission, GIZ, SHAKTI Foundation, Rockefeller Foundation, USDOS, USAEP, USAID, etc) and ministries in Government of India and various state government funding sources.

III. Details of main projects to be involved with

The Biodiversity team is working on several projects. These include projects focussing on establishment of food gardens, canal restoration, development of City Biodiversity Index, People's Biodiversity Register, Local Biodiversity Strategy and Action Plan, Biodiversity Communication, among others. The present position will contribute majorly to the project on food gardens.

IV. Position Description

Project Associate/ Project Officer, Biodiversity – (2 Positions- New Delhi and Bangalore)

Supervisor: Associate Director

Duty Station: New Delhi; Bangalore

Type of Contract: Full Time Employee

Duration: One Year, with possibility of extension

Functions

The selected candidate(s) will support:

- On-ground planning and coordination of the work involving development of urban food gardens in municipal/government schools
- Support on-ground execution of development of the food gardens
- Coordination between schools and other relevant stakeholders
- Undertake monitoring of the plantation in each food garden
- Plan plantation in each garden in a manner that the garden provides produce throughout the year
- Undertake engagement activities with school children in a manner to connect them better with the food garden
- Support in documenting biodiversity in each of the project schools
- Assist in compiling and preparing project presentations
- Provide support and assistance in all aspects related to organizing and executing project events such as training programmes and workshops

- Assist with developing and maintaining content for project website, and keeping project information updated on the ICLEI South Asia and related websites
- Ensure close co-ordination with local governments/executing agencies, support provision of top-quality services and facilitation of knowledge building and management
- Undertake project related travel, as and when required
- Provide project updates to managers or superiors on a daily basis

Competencies

Candidate should:

- Have an educational background in agriculture/biodiversity conservation/natural resources management
- Have prior experience of developing and maintaining agriculture farms/food gardens
- Have excellent language skills:
 - English language skills - both spoken and written;
 - Hindi language skills- both spoken and written (for Delhi position)
 - Kannada language skills- both spoken and written (for Bangalore position)
- Experience in GIS and ability to support mapping exercises will be an additional asset
- Have experience in undertaking extensive field work
- Undertake taxa-based biodiversity surveys
- Have interest/command over identification of atleast one taxa
- Support be able to carry out relevant data collection, secondary literature review for project reports
- Be able to work independently and pro-actively
- Have an ability to work under tight deadlines and under pressure
- Have an ability to handle multiple tasks simultaneously
- Have an enthusiastic attitude and willingness to learn, adapt and take on a wide range of tasks

In addition

- Have good understanding of issues pertaining to agriculture in India

Recruitment Qualifications

Graduation or Masters in Agriculture/ Horticulture/ Forestry/ Biodiversity Conservation

Experience

1-2 years of relevant, post qualification, professional experience in the agriculture/ other relevant sector

Computing Skills

Use of MS office, GIS, and analytical software

V. Contact Information

Interested candidates are requested to submit CV (along with one-page note describing your suitability for the position and two references) by email to iclei-southasia@iclei.org and monalisa.sen@iclei.org

ICLEI South Asia promotes Diversity, Equity and Inclusiveness (DEI). Females are encouraged to apply for the position.

Closing Date: 31st December 2024