

**ILC Asia Regional Coordinator  
Bogor, Indonesia**

**Overview**

ILC is a diverse and growing network of organisations that put people at the center of land governance. It forms part of a global alliance of more than 250 multilateral and civil society organisations, based in 78 countries.

The ILC Asia Coordinator will part of a highly motivated global team that spans four continents and will manage a small and motivated team based in Bogor, Indonesia. She/he will serve a network of 54 national and international organisations in central, south and south-east Asia, and the Pacific.

The successful candidate will draw on a varied professional experience that spans the diversity represented in the ILC membership, an understanding of the strengths of a network, a deep knowledge of land and natural resource issues, and a keen sense of the possibilities that exist to bring about lasting change for human well-being and justice.

S/he will be a good team-worker and manager, a strong and persuasive communicator to a spectrum of stakeholders, a creative strategist and problem-solver, shaped by extensive personal experience in Asia and beyond.

The Asia Regional Coordinator will be accountable to the Steering Committee of ILC Asia. S/he reports to the Host Organisation of ILC Asia (CIFOR) who serves as a proxy to the Steering Committee in daily operations.

**About CIFOR**

The Center for International Forestry Research (CIFOR) envisions a more equitable world where forestry and landscapes enhance the environment and well-being for all. CIFOR is a nonprofit, scientific institution that conducts research on the most pressing challenges of forest and landscape management around the world. Using a global, multidisciplinary approach, we aim to improve human well-being, protect the environment and increase equity. To do so, we conduct innovative research, develop partners' capacity, and actively engage in dialogue with all stakeholders to inform policies and practices that affect forests and people. CIFOR is a CGIAR Research Center, and leads the CGIAR Research Program on Forests, Trees and Agroforestry (FTA). Our headquarters are in Bogor, Indonesia, with offices in Nairobi, Kenya; Yaoundé, Cameroon; Lima, Peru; and Bonn, Germany.

**About ILC and Purpose of the Position**

The International Land Coalition (ILC) is a global coalition of intergovernmental organizations and civil society organizations working together to put people at the center of land governance. As a network that brings together diverse but complementary efforts, ILC provides different entry points for members to pursue change, building on the diversity of knowledge, expertise, and successes and failures within the network, and with a strong focus on learning, adaptation, and innovative practice.

ILC supports its members through its three strategic objectives: i) connecting members with each other and with change-makers beyond the Coalition; ii) mobilizing members by reinforcing and equipping their efforts with the necessary knowledge, capacity, and opportunities; and iii) influencing governments, their partners, and corporate actors.

The ILC network is organised at regional level in platforms. This provides opportunities for members to strengthen their ownership of the ILC, set regional advocacy targets and strategies and ensures that the priorities and actions of the ILC are more relevant to specific regional and sub-regional contexts. Every ILC member who works in a region has the right to participate in, and contribute to, the work of the regional platforms. Regional platforms meet and decide through regional annual assemblies.

The **Asia Regional Coordinator** plays a key role within the Asia region and ILC global as it helps member organizations connect with each other and position their land agendas regionally with governments, donors, other relevant organizations. While member organizations are doing excellent work on their own, much more can be achieved as complementarity and synergy of actions are promoted. This is a big challenge given the geographical spread and the diversity of organizational and national contexts.

CIFOR, acting on behalf of ILC, is seeking to recruit a qualified Asia Regional Coordinator to provide relevant services as summarized below.

### **Summary of responsibilities**

The main responsibilities of the **Regional Coordination Unit- RCU**, for which the Coordinator is overall responsible, include:

- Facilitate a common visioning of the ILC Asia membership based on effective and participatory functioning of the regional platform according to strategic priorities of the membership
- Position ILC Asia with national governments, regional bodies and donor community, so as to raise the profile and part of the resources ILC Asia needs to achieve its intended goals
- Consolidate multi-year and annual regional work-plans, budget and reports for their implementation in the region including by organising and supporting annual regional assemblies
- Ensure synergies among global, thematic and national activities of ILC
- Make best use of the global ILC network to strengthen the capacities and expand opportunities for local members, with focus on grass-roots and constituency based ILC members
- Represent the regional platform of ILC as required
- Facilitate member-to-member relationships including joint learning, actions and communication among members and with other stakeholders.

More specifically the principal tasks of the Coordinator revolve around three principal work areas:

#### **FUNCTIONAL AREA 01: ILC regional programme development and implementation**

- Ensure membership engagement. This includes by promoting high level of participation of members to regional work and regional meetings, not least by supporting their participation in key regional/global events; engagement of international members; and continuous linkages to and feeding of ILC global initiatives
- Oversee the implementation of ILC Asia work plan under the supervision of the Asia Steering Committee - ASC.
- Prepare the ILC annual report, work plan and budget under the supervision of the ASC, to be approved by the ILC Asia Regional Assembly.

- Support members finalise proposals in line with Asia work plan and help meaningful reporting
- Develop resource mobilization proposals and additionally negotiate for resources for the regional platform, including by helping members in their fundraising efforts against agreed joint action as contained in regional work plan.
- Facilitate a fluid communication within Asia membership and provide solutions to the expected challenges –including by organizing on-site missions and promoting continuous learning
- Have staffing capacity to ensure vibrant regional communication -incl. with high-quality bulletins/newsletters and research/policy briefs/papers;

#### **FUNCTIONAL AREA 02: Serving ILC governance in Asia**

- Under guidance of the Asia Steering Committee, prepare main documents for the Regional Assembly and facilitate its deliberations, document its main decisions and ensure follow-up.
- Under guidance of the Asia Steering Committee, prepare main documents for the Regional Steering Committee meetings and facilitate its deliberations, document its main decisions and ensure follow-up.
- Support the Regionalisation process, by keeping fluid communications btw regional and global governance levels, by supporting Council members in their participation to global Coalition Council and by strengthening members capacities
- Support ILC global Governance processes, in close liaison with Regional Committee and by informing regional Assemblies, including, but not limited to, new membership intake, post2020 governance discussions, ILC charter amendment process and the ILC Global Assembly of Members (to be held in Indonesia in 2018)
- Provide monthly activity updates to the ILC Asia Regional Committee and Host Organization as well as timely reports/updates/information as may be requested by Members and ILC Secretariat.

#### **FUNCTIONAL AREA 03: Provide strategic direction to ILC Asia**

- Help position ILC Asia in the regional debate –including, but not limited to, the identification of new trends/actors where ILC voice can make a difference and release/promotion of key publications/briefs.
- Representing ILC in the region and globally before the Council and in other venues when requested.
- Seek alliances and work by a culture of partnership building in the region with other key and relevant players for the regional platform
- Support ILC Asia membership access donor community in terms of both financial opportunities and agenda-setting/building.
- Serving as the focal person in relationship with the Secretariat.
- Operate and supervise -in close cooperation with and in compliance with rules of the host organization- the Regional Unit team, by recruiting staff as needed, by assigning clear tasks, by running regular performance appraisal and by offering mentoring
- Track new funding opportunities –including tracking regional donors' priorities, having an agreed RM strategy and report against its targets

#### **Requirements**

Candidates must have proven experience in managing networks at the international and regional level. Experience in a multi-lingual international initiative involving complex relationships between

countries, donors, NGOs/CSOs, and the public will be helpful. Candidates must be able to demonstrate a passion for, and understanding of, land reform including land rights and social justice.

*Education, knowledge and experience:*

- Master's degree or equivalent experience in Environmental Sciences, Natural Resources, Sociology, Economics, Law or related disciplines, and at least five years related experience;
- A minimum of 5 years of related experience
- Demonstrated affinity and work experience in Asia with grassroots/ peasant/small farmers organizations, landless rural workers unions and/or indigenous people's organizations, with clear understanding of land and resource access issues, especially women and the rural poor;
- Proven experience in managing networks at the international and regional level;
- Experience in a multi-lingual international initiative involving complex relationships between countries, donors, NGOs/CSOs, and the public will be helpful;
- Experience in facilitating inter-institutional collaboration with civil society organizations, governments and inter-governmental organizations;
- Proven experience in developing/implementing successful grant proposals;
- Supervisory experience, including ability to set objectives and manage performance;
- Excellent verbal and written skills in English. Knowledge of at least one other Asian language will be considered an added advantage.

*Personal attributes and competencies:*

- Ability to facilitate a vibrant and diverse network, building on its strengths to assist members bring about transformation in land governance;
- Ability to work well under pressure and ability to meet tight deadlines;
- Ability to plan in advance and accomplish expected results on time;
- Willing to travel across the region and sub-region in urban and rural areas.

**Terms and conditions**

- CIFOR offers competitive remuneration in Indonesian rupiah (IDR), commensurate with skills and experience.
- The duration of the assignment is 1 year – renewable - inclusive of a six-month probation period, with the possibility of extension contingent upon performance, continued relevance and available resources.
- Work location: Bogor, Indonesia.

**Application process**

- The application deadline is **31 July 2020**.
- We will acknowledge all applications, but will contact only short-listed candidates.

Interested applicants should send their Letter of Intent and CV in English to [asia@landcoalition.info](mailto:asia@landcoalition.info)

In the subject field, please indicate: Application – ILC Asia Coordinator – [first name last name].

Kindly include names and contact details of three references.

To learn more about CIFOR, please visit our website at <http://www.cifor.org>.

To learn more about ILC, please visit our website at [www.asia.landcoalition.org](http://www.asia.landcoalition.org)

**Asia Regional Coordination Unit c/o CIFOR**

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**CIFOR is an equal opportunity employer. Staff diversity contributes to excellence.**