

TERMS OF REFERENCE (ToR)

## **Senior Resilient Livelihoods Specialist**

**Action Area:** Adapting and Transforming Livelihoods and Economies

**Strategic Group:** Resilient Mountain Economies and Landscapes

ToR

## About ICIMOD

The Hindu Kush Himalaya (HKH) region stretches 3,500km across Asia, spanning eight countries – Afghanistan, Bangladesh, Bhutan, China, India, Myanmar, Nepal, and Pakistan. Encompassing high-altitude mountain ranges, mid-hills, and plains, the zone is vital for the food, water, and energy security of up to two billion people and is a habitat for countless irreplaceable species. It is also acutely fragile – and frontline to the impacts of the triple planetary crisis of climate change, pollution, and biodiversity loss.

The International Centre for Integrated Mountain Development (ICIMOD), based in Kathmandu, Nepal, is an international organisation established in 1983, that is working to make this critical region greener, more inclusive and climate resilient. For more information, read our [Strategy 2030](#) and explore our [website](#).

## Position overview

ICIMOD is looking for an experienced individual who can work with our Action Area (AAC) on ‘Adapting and Transforming Livelihoods and Economies’ within our Strategic Group on Resilient Mountain Economies and Landscapes (SG2), to deliver high-quality and timely results related to the development and promotion of future-fit enterprises and resilient livelihood solutions, research, and mechanism for creating an enabling environment for scaling of solutions in the HKH countries.

The Senior Resilient Livelihoods Specialist should possess both quantitative and qualitative data analysis and technical writing skills. The individual should have a strong track record of implementing project activities related to mountain livelihoods, climate change adaptation and green economies, and conducting policy analysis, leading multidisciplinary teams, and preparing project reports (technical and financial). An individual with good understanding on the livelihood issues of the HKH and good experience in project/programme management will be preferred to take lead on both technical work and project management in one of the interventions of AAC.

This is an exciting phase at ICIMOD, rich with possibilities in supporting the institute and its partners to achieve ambitious new results in the realm of the people’s livelihoods and economies in the HKH.

## Responsibilities

The Senior Resilient Livelihoods Specialist will be responsible for delivering results in line with the commitments we have made in our [Strategy 2030: Moving Mountains](#) and our [Medium-Term Action Plan V \(2023–2026\): Embracing Change and Accelerating Impact](#). The specific responsibilities are as follows:

- Provide scientific and managerial support to ICIMOD's SG2 Lead and Action Area Coordinator to develop inclusive and green enterprises, and resilient livelihood solutions in changing climatic and non-climatic conditions
- Prepare the strategies to create an enabling environment to support the scaling of enterprises and resilient livelihood solutions in the HKH countries
- Develops thought leadership on inclusive and green enterprises, climate change adaptation and resilient livelihood solutions
- Work as a team member in a multidisciplinary group in the AAC to co-develop integrated implementation plans for different interventions in the multiple geographical areas
- Lead one of the interventions under Action Area which would mean supervising a team of professionals and be responsible for deliverables under that intervention
- Prepare scientific and implementation frameworks, financial plans, detailed project activity plans (independently or as a part of team) not limited to only enterprises and livelihoods
- Conduct both quantitative and qualitative analyses using small- and large-scale survey data sets, and information from place-based pilots and case studies. Also prepare research design for impact assessment of interventions in the pilot sites and action research areas.
- Analyse national and regional policies, programmes, and strategies on green economies and climate change adaptation; draw appropriate lessons; suggest actionable recommendations; engage in policy dialogue to translate policy into actions for resilient, green and inclusive growth in the HKH region
- Explore feasible ways and means to take opportunities of increased market access and green economic growth and minimise the risks of climatic variability and market shocks on mountain enterprises and livelihoods
- Initiate research on inclusive and green enterprises and livelihood issues and ensure high-quality research and publications keeping in view sustainable development goals
- Organise, conduct, and contribute to internal and external trainings, workshops, and seminars on enterprises and livelihood issues to strengthen the capacity of partners
- Be accountable for the timely delivery of results and efficient financial management on the tasks assigned to take lead on
- Work closely (whenever required) with Business Development and Resource Mobilization (BDRM) Unit of ICIMOD to co-develop concept note and full-length proposals on the issues of enterprises, livelihoods, and other green economy issues
- Coordinate and work with multi-stakeholders and diverse partners to conceptualise and implement programmatic activities and find ways to engage in policy processes.
- Work as a member of the AAC and provide support to all other Action Areas of ICIMOD under the three Strategic Groups

### **Person specification/competencies**

- Postgraduate degree, preferably PhD, in economics, business economics, agricultural economics, development economics or rural development

- At least 10 years of experience (more than 12 years without PhD) in research and implementation on enterprise development, climate change adaptation, resilient livelihoods, and policy analysis. Recent experience on green and resilient enterprises and livelihoods in the HKH countries is preferable.
- Capacity to collect primary and secondary data and analyse them in a coherent manner to develop logical arguments for enterprise development and livelihoods and establish pathways for transitioning to green economies and livelihoods
- Demonstrated ability to lead multidisciplinary team, manage projects, prepare financial plans, and implement monitoring and evaluation frameworks in pilot and action research sites
- Demonstrated ability to link research outcomes into policies and practices

#### ESSENTIAL

- **Team management:** Sound experience of managing and leading multidisciplinary, multi-gender and multi-cultural teams. Ability to work smoothly across teams with intercultural sensitivity and contribute to establishing commitment among team members.
- **Knowledge and ability for system's approach:** Sound knowledge and understanding of mountain enterprises and livelihoods; ability to conceptualise the ideas and prepare integrated implementation plans (system's thinking) together with other teams within AAC and across other Action Areas at ICIMOD
- **Research skills:** State-of-the-art knowledge and skills to conduct research on different models of enterprise development and resilient livelihoods. Skills on green, inclusive and circular models are preferable.
- **Management and coordination:** Ability to plan, budget, and coordinate project or programme activities
- **Networking/stakeholder management:** Ability to identify relevant partners, maintain existing relations, and build new linkages and effectively facilitate stakeholder processes on poverty issues
- **Results/impact orientation:** Proactive approach within and outside the organisation to generate concrete results on an output level; seek opportunities to transform output into outcome and impact
- **Flexibility/innovation:** Stay abreast with changing context of green and inclusive enterprises, livelihoods and overall economies of HKH region and find ways to introduce innovative approaches; encourage others to come with new ideas; actively support the development of a continuous learning culture
- **Report and proposal writing:** Excellent analytical and writing skills and demonstrated ability to write reports and publish findings in peer-reviewed journals

#### PREFERRED

- Experience of working in the HKH
- Of total work experience, 4+ years of experience as project/programme lead/manager

## Reporting and supervising

The Senior Resilient Livelihoods Specialist will report to the Coordinator of Action Area C - Adapting and Transforming Livelihoods and Economies. The selected candidate will also work in close collaboration with other Action Areas, Strategic Groups, and units, where relevant.

## Location

The Senior Resilient Livelihoods Specialist will be working in a cross-cultural, impact-oriented environment at ICIMOD's head office in Kathmandu, Nepal. Frequent travels in the HKH region will be required. Kathmandu is a lively and exciting place to live. People are friendly, living costs are comparatively inexpensive, food is delicious (with a range of local and international cuisines), and there are good local and international schools and a low crime rate. Nepal offers amazing trekking trails, white water rafting, and safaris, combined with a rich culture and charming yet lively nightlife.

## Duration

Two years, with a probation period of 6 months. There is a possibility of extension subject to performance and ICIMOD's future funding levels.

## Remuneration

This is an international position at ICIMOD. The starting annual gross salary for this position is USD 66,516/- (negotiable based on experience and qualifications). Gross salary comprises of basic salary, provident fund, family/post adjustment allowance, and child/dependency allowances. Salaries and benefits at ICIMOD are competitive compared with other international organisations. We offer a comprehensive benefits package which includes insurances (medical, life and accidental), children's education grant for maximum 2 children below 18 years of age, severance pay, paid leave (30 holidays and 10 public holidays per year) and day care facility.

For expatriates, there is a tax exemption in Nepal; they are responsible for their home country's tax payments. Expatriate staff are entitled to housing allowance, annual home leave ticket, shipment of personal effects, and an installation and repatriation allowance.

## ICIMOD's core values

Our core values are integrity, neutrality, relevance, inclusiveness, openness, and ambition. These values are an expression of our culture and are central to the guiding beliefs and principles of our work and behaviour. Our core values will lie at the heart of ICIMOD operations and delivery. They will underpin everything we do and frame how we work with our partners. They reflect our founding intentions and the balances we seek to hold, while equipping ourselves for the future.

## Diversity, equity, inclusion, and safeguarding

ICIMOD's human resource selection process is based on the qualifications and competence of the applicants. As an employer, ICIMOD is committed to promoting diversity, equity, and inclusion, and offers equal opportunities to applicants from all backgrounds and walks of life, including but not limited to gender, age, national origin, religion, race, caste, ethnicity, sexual orientation, disability, or social status. ICIMOD strongly encourages applications from all eligible applicants, especially women, from all parts of the HKH region.

ICIMOD is dedicated to establishing and upholding a safe and nurturing work environment, where all its employees can participate fully and meaningfully without fear of violence, harassment, exploitation, or intimidation. Any type of abuse or harassment, including sexual misconduct [including child abuse], by our staff, representatives, or stakeholders is not condoned or tolerated.

## Method of application

Applicants are requested to apply online before **14<sup>th</sup> June 2024** (11:59 PM Nepal Standard Time) through [ICIMOD Vacancy Application Portal](#).

Only shortlisted candidates will be notified.