

TERMS OF REFERENCE (ToR)

Springshed Management Specialist (HI-CAS)

[Project position]

Project: Integrated Climate Adaptation Solution for the Hindu Kush Himalaya Region (HI-CAS)

Strategic Group: Resilient Economies and Landscapes

ToR

About ICIMOD

The Hindu Kush Himalaya (HKH) region stretches 3,500 km 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 knowledge organisation focused on the HKH region, working since 1983 to deliver greener, more inclusive, and climate-resilient development. Our work is guided by our [Strategy 2030](#), [Medium-Term Action Plan V \(2023–2026\)](#) and the associated Results Framework, and our various [policies](#). Learn more on our [website](#).

Background

The Springshed Management Specialist is being hired under the Integrated Climate Adaptation Solutions for the Hindu Kush Himalaya Region (HI-CAS) project at ICIMOD, funded by Global Affairs Canada (GAC) – Department of Foreign Affairs, Trade and Development (DFATD). The project aims to improve climate-resilient, nature-positive livelihoods while strengthening the leadership and agency of rural women and Indigenous Peoples and Local Communities (IPLCs) in Bangladesh, Bhutan, and Nepal.

The project will be implemented through the adoption of gender-responsive and locally tailored climate adaptation solutions – grounded in feminist and human rights-based methodologies – that place the rights, agency, and leadership of Indigenous Peoples and Local Communities (IPLCs) at the centre. These evidence-informed Integrated Adaptation Solution Packages (IASPs) will combine springshed management and renewable energy technologies for power irrigation systems and agrobiodiversity practices. They will be complemented by capacity building and knowledge sharing to drive institutional policy and action and to attract sustainable investments in climate action and development, particularly in the water, energy, and agrobiodiversity sectors, with a strong focus on women’s and IPLCs’ leadership.

The HI-CAS project will be implemented in two upazilas (sub-districts) in the Chittagong Hill Tracts of Bangladesh – Bandarban and Khagrachari districts; two

gewogs (blocks) in Bhutan – Paro and Punakha; and two municipalities in Nepal – Roshi and Dhankuta. Over its four-year duration, the project aims to benefit approximately 40,000 IPLCs and other vulnerable groups by reducing their exposure and sensitivity to climate change impacts while fostering ecosystem health and climate mitigation outcomes.

Position overview

The Springshed Management Specialist will be responsible for supporting the delivery of results in line with the commitments ICIMOD has made in the HI-CAS Project Performance Measurement Framework, which is nested within our [Strategy 2030: Moving Mountains](#) and our [Medium-Term Action Plan V \(2023–2026\): Embracing Change and Accelerating Impact](#) and related Results Framework 2023-2026.

The Springshed Management Specialist will play a key role in supporting the implementation of the water-related elements of the integrated package of solutions. This includes providing conceptual, technical, and analytical inputs for springshed management, as relevant to renewable energy-based irrigation systems and climate-resilient agriculture. All work will be guided by a strong commitment to GESI with a focus on IPLCs.

Key Responsibilities

Springshed Management Specialist will be responsible for the following duties:

1. Thought leadership on GESI-responsive springshed management

- Contribute actively to achieving the HI-CAS project and ICIMOD’s spring intervention outcomes and deliverables by providing social science (governance) expertise, especially from the water governance perspective, to enhance community resilience in the implementation sites through improved water security.
- Lead the co-development of strategies to create supportive evidence-based and community-led pilots on springshed management, as well as building a more conducive policy environment and delivering capacity development that will enable scaling GESI-responsive springshed management/governance in line with other ICIMOD work on springshed.

- Support the Springshed Intervention team in the development of funding proposals, leveraging field data and learning cases from the HI-CAS Project to inform new project ideas and mobilise resources.

2. Implementation of GESI-responsive springshed management/governance

- Contribute as a core team member of the HI-CAS project and lead for the springs component to support the co-development and implementation of GESI-responsive springshed management plans in collaboration with multidisciplinary teams and country partners in the HI-CAS project sites, and provide overall support to the Springs Intervention.
- Support the implementation team of the HI-CAS project, including the implementation partners in the three countries, to design citizen science protocols, methodologies, and detailed work and budget plans for the springshed component, ensuring full integration of GESI and feminist principles.
- Co-develop technical reports, documentation, and governance/management analyses with partners.
- Contribute to the development and piloting of decision-support tools and models, inclusive policy and practice, and good governance of springs based on the experience of the HI-CAS project.
- Select and apply participatory research approaches for fieldwork, emphasising social science, citizen science, and active engagement of women from Indigenous groups and marginalised communities for the HI-CAS project.
- Lead and guide the technical inputs process to the implementation team and the implementation partners in the three countries for GESI-responsive planning, implementation, and monitoring of springshed management, focusing on understanding gender, social, and governance systems for the HI-CAS project.
- Plan and coordinate field work in collaboration with each of the country implementation teams and implementation partners under the HI-CAS project, particularly in gender, social, and governance domains of integrated climate adaptation solutions.

3. Stakeholder engagement and capacity development

- Support the implementation team and the partners in the three HI-CAS countries for co-development of training modules and facilitate training sessions for partners; supervise data collectors in applying inclusive citizen science-

based data collection instruments (e.g. focus group discussions, household surveys) for the HI-CAS project.

- Collaborate with regional and national HI-CAS teams to ensure the quality, proper storage, and management of gender and social assessment data.
- Support the development of 'terms of reference' for partners and consultants for the HI-CAS project, particularly on gender, social, and governance aspects.
- Liaise with partners and identify their capacity needs for GESI responsive springshed management/governance.
- Contribute to training and professional and institutional capacity building for scaling GESI-responsive springshed management/governance.

4. Reporting and knowledge products

- Support planning, budgeting, and monitoring of springshed management, including developing site-specific plans and progress documentation.
- Lead in the preparation of technical reports for the springshed section of the project to be submitted to the donor by ICIMOD.
- Provide inputs to the technical progress, based on inputs from partners.
- Oversee and support other team members in preparing training/capacity building reports with inputs from resource people.
- Assist/lead in writing scientific articles, blogs, manuals, and in the production of other knowledge products as part of the project deliverables.
- Contribute to communication and outreach activities and promote evidence-based storytelling from the field.

5. Professional representation

- Represent ICIMOD and the HI-CAS project at regional and international platforms, technical forums, and multi-stakeholder events relevant to GESI-responsive springshed management/governance-related aspects and climate adaptation.
- Actively engage with regional networks, such as IPLC networks, to amplify project learnings and forge strategic collaborations.

Person Specification/Competencies

The position requires demonstrated experience in springshed-related planning, management, and implementation, including the application of cross-sectoral approaches and engagement with multiple project stakeholders. It demands strong technical expertise in climate adaptation and practical experience in implementing integrated solutions, particularly in springshed management. A proven ability to

mainstream GESI across project design, implementation, and monitoring is essential.

ESSENTIAL

- Master's degree in social science or natural science in areas of water, watershed, springshed management/governance or related subjects.
- At least seven (7) years of relevant work experience, particularly in governance, of which at least five (5) years should be in the field of GESI-responsive springshed or watershed management, and/or relevant fields.
- Excellent social skills, gained by development, and/or water resource management programmes.
- Excellent interpersonal and people management skills with experience working at the grassroots level with multicultural environments.
- Proven communication and outreach skills, including public speaking, presentation, and writing skills in English.
- Experience in integration of GESI into programming, applying inter-, multi-, and trans-disciplinary approaches.
- Practical experience in GESI-responsive springshed management/governance concepts, methodologies, and approaches.
- Demonstrated strong analytical capabilities, complemented by excellent communication and written skills in English.

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- Knowledge of the languages and culture of the HKH region.
- Experience in developing and organising GESI-responsive training, cross-learning events for practitioners and planners.

Reporting and supervising

The Springshed Management Specialist will report to the Senior Project Coordinator HI-CAS for delivery of the springshed component of the HI-CAS project and overall management of this position. The Senior Intervention Manager – Springs in Action Area – Landscapes and the GESI specialist will be the co-supervisor for the technical aspects of this position. The Springshed Management Specialist will also work in close collaboration with the Action Area Landscapes, particularly Springs Intervention, HI-CAS project team and partners, and across ICIMOD as and where relevant. The position also involves collaboration with other Strategic Groups, leads of cross-cutting areas (Climate Action and Biodiversity) and central units of ICIMOD to ensure smooth project implementation and effective internal and external communication.

Location

You will be working in a cross-cultural, impact-oriented environment at ICIMOD's head office in Kathmandu, Nepal. Frequent travel in the mountainous regions of the HKH 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-year fixed-term project contract with a probation period of six months; possibility of extension subject to the availability of HI-CAS project funding, the need for the position, and the staff member's performance.

Remuneration

This is an international position at ICIMOD. The starting annual gross salary for this position is **USD 34,062/-** (negotiable based on experience and qualifications). Gross salary comprises basic salary, provident fund and family/post adjustment allowances. Salaries and benefits at ICIMOD are competitive compared with other international organisations. We offer a comprehensive benefits package which includes child/dependency allowances, insurances (medical, life, and accidental), children's education grant for a maximum of two (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 **07 September 2025** (11:59 PM Nepal Standard Time) through the [ICIMOD Vacancy Application Portal](#).

Only shortlisted candidates will be notified.