



Vacancy announcement

Position: Forest Business Coordinator, Trees4All Project, Thailand Office

Deadline for application: 21 June 2024

RECOFTC is an international nonprofit organization working towards a future where resilient communities with respected rights thrive in forest landscapes that they manage sustainably and equitably. We take a long-term, landscape-based and inclusive approach in supporting local communities to secure their land and resource rights, stop deforestation, find alternative livelihoods and foster gender equality. We have more than 37 years of experience working with people and forests and have built trusting relationships with partners at all levels. As a trusted, honest broker, we occupy a distinct position as an international organization that supports, informs and brings together governments, communities, businesses, academia and civil society organizations. Our innovations, knowledge and initiatives enable countries to foster good forest governance, mitigate and adapt to climate change and achieve the UN Global Goals.

RECOFTC operates in the Asia-Pacific region, with country program offices in Cambodia, Indonesia, Lao PDR, Myanmar, Nepal, Thailand and Viet Nam.

RECOFTC Thailand is currently seeking a Forest Business Coordinator for the Trees4All project. The position is open to Thai nationals and will be based in Bangkok, requiring frequent travel to Nan province. The selected candidate will be offered a 24-month contract.

About the project

Funded by the Wyss Academy for Nature and implemented by RECOFTC Thailand, Trees4All aims to promote financing innovations in landscape restoration, introducing alternative farming models and agroforestry practices. By establishing enabling factors and incentives, the project supports sustainable land management practices and viable economic business models for landscape restoration. Trees4All seeks to mobilize private funding and leverage growing corporate interest in nature-based solutions. It works to introduce new business models that will improve livelihoods and heighten economic and climate resilience among smallholders, thereby reducing pressure on land and minimizing the likelihood of recurring unsustainable land use practices.

The project duration is 24 months. The area of operation is Santisuk district, Nan province.

Specific tasks and duties

The Forest Business Coordinator will be a member of the RECOFTC Thailand team and work under the supervision of the Country Director, RECOFTC Thailand. The role covers responsibility for the planning, management and delivery of all project outputs together with other members of the team. The Forest Business Coordinator will handle the reporting and implementation of the project, working closely with the Trees4all Project Coordinator on the community-based enterprise (CBE) being supported by the project.

Specific duties and responsibilities include:

Overall project management

- In consultation with the Country Director, develop annual work plans for the project based on the activities, budget and technical objectives, ensuring that the project work plans integrate elements of social inclusion and gender equity
- Manage project implementation at the project sites
- Ensure that the project progresses according to the work plans
- Manage the project budget
- In cooperation with the RECOFTC Thailand Director and Accounts and Administrative Officer, ensure financial reporting is prepared and submitted following established procedures and within set timelines
- Work with the RECOFTC Thailand's Monitoring, Evaluation and Learning Focal Person to report project outputs and outcomes
- Coordinate with and support other related RECOFTC projects and perform any other tasks assigned by the Country Director, RECOFTC Thailand

Financial and business development

- Design and deliver fund mobilization strategies, including conducting events for fund raising to increase private sector engagement and the overall funding amount to meet project targets
- Liaise with the private sector to introduce Trees4all financial options and establish partnerships with them following a standard due diligence process
- Develop an engagement plan and work with the Communication Officer to develop private sector engagement products
- Design and develop a Trees4All CBE and execute business plans accordingly
- Support the Trees4All CBE in developing marketing strategies and delivering on the plans
- Prepare capacity development plans and execute them to ensure that the CBE has sufficient capacity and resources to implement nature-based businesses as planned

Qualifications and experience

The Forest Business Coordinator should have the following qualifications and experience:

Essential

- A bachelor's degree in business administration, community development or related field
- A minimum of five years of experience managing projects on business development or livelihood development
- Experience in coordinating and facilitating multi-stakeholder platforms with strong community engagement
- Experience working with the private sector and proven record of successful fund raising
- Sound knowledge and understanding of forestry, rural development contexts and relevant issues, including climate change and livelihood development in Thailand
- Knowledge and experience promoting gender equity and social inclusion
- Ability to prioritize, plan, lead and organize work with minimum supervision
- Strong computer literacy, particularly Microsoft Office skills, especially Excel
- Proficiency in written and verbal English and Thai
- Willingness to travel frequently to the project field sites
- Must be a Thai national

Desirable

- Master's degree in business administration, community development or related field
- Knowledge of/experience in microfinancing or community-based financial management

RECOFTC's core values

At RECOFTC, our core values are the foundation of our culture and guide all our work. In addition to job-specific skills and experience, the applicant should possess the following characteristics, attitudes and skills:

- Embrace innovation
- Adapt to and learn from challenges
- Nurture commitment, responsibility and ownership
- Collaborate with partners and stakeholders
- Commit to sustainability
- Cultivate participation, gender equality and social inclusion
- Prioritize well-being

How to apply

Interested candidates are invited to submit their CV and a cover letter. The cover letter should explain why the candidate believes they are suitable for the position, include salary expectations and provide current contact information for three referees, including recent supervisors. Applications can be submitted by clicking the [provided link](#).

Only shortlisted candidates will be contacted. RECOFTC offers a competitive compensation package.

For more information about RECOFTC, please visit our website at <https://www.recoftc.org/> RECOFTC is committed to non-discrimination and equal opportunity. Applicants will not be discriminated against based on ethnicity, religion, age, nationality, physical disability, sexual orientation, gender identity, colour, marital status, medical condition, or any other classification protected by RECOFTC's values and code of conduct. Reasonable accommodations may be made to enable qualified disabled applicants to participate in the application process. If you require special accommodation, please inform RECOFTC's Human Resources in writing at the time of application. The successful candidate will be selected based on merit. RECOFTC strongly encourages women and Thai nationals to apply.