



## **LUBUTU COMMUNITY PARTNERSHIP OFFICER JOB SPECIFICATION**

<b>Salary:</b>	£7000, 3 month fixed term contract
<b>Location:</b>	Lubutu, Democratic Republic of Congo
<b>Application Process:</b>	<a href="#">Online only</a> . We will not accept CVs
<b>Closing Date:</b>	Noon on Wednesday 15th June
<b>Interview Date:</b>	Week commencing 27th June
<b>Organisation:</b>	Cool Earth, <a href="http://www.coolearth.org">www.coolearth.org</a>
<b>Sectors:</b>	community support, conservation and wildlife, charity
<b>Reporting to:</b>	Programme Manager

### **Overview:**

Everything we do starts with our rainforest partners. You will be working alongside them in Lubutu, in the Bitule Sector, DRC, carrying out research, assessments and pilot studies to get to grips with the local communities.

You will be working to monitor, support and help manage our partnership. From helping make sure baseline surveys are conducted to assessing the impact of our work on everything from infant mortality to canopy quality, you'll be providing an important line of communication between us and our rainforest partners.

You'll also help make sure that every single one of our supporters knows what they are making possible by collecting and producing reports, videos, and photos. You will feed these back to our Communications and Fundraising team in the UK who keep our donors up to date.

The DRC Community Partnership Officer will deliver our ambitious plans for the next three months, which include:

- Local community relationship building and awareness raising
- Solar power pilot study, training and implementation
- Energy efficient stoves, training and implementation
- Income generation/needs assessment
- Content capture and generation



### **Tasks include:**

- Carry out assessment for the most effective provision of micro or mini-grid solar electricity, with support from Cool Earth (CE)'s previous research. Test and explore options for scaling up
- Carry out assessment for the most effective provision of energy efficient stoves, with support from CE's previous research. Test and explore options for scaling up
- Carry out a pilot study for the implementation of solar energy
- Carry out a pilot study for the implementation of energy efficient stoves
- Capture content as advised by CE (video, photography, interviews with villagers etc.) and supply to CE team on a regular basis
- Assess the income generation options for the partnership and provide a report to CE suggesting possible development plans
- Facilitate the strengthening of community associations, (e.g. opening bank accounts, establishing governance procedures)
- Carry out surveys for the assessment of community needs/support needed from the project
- Provide a regular direct line of communication between the partnership and CE

### **About us:**

Cool Earth works alongside indigenous villages putting local people back in control with the resources they need to keep their rainforest intact. All our projects are community-owned and led. By developing local livelihoods, we end the cycle of deforestation entrenching villages into further poverty.

For more information about our work and our team visit [www.coolearth.org](http://www.coolearth.org)

### **About you:**

#### **Essential skills and experience:**

- Are a DRC National or have significant experience living and working in the DRC
- Fluent written and spoken French (including knowledge of terms relating to the role)
- Excellent written and spoken English
- At least two years proven international conservation and/or development experience, particularly working with communities in developing world countries
- Experience working in remote areas under basic conditions
- Willingness and ability to travel to and within DRC
- Willingness to travel and work in remote field areas with basic conditions
- Proven experience in photography
- Proven experience in video production including interviews / sound recording
- Ability to work independently and respond to challenges effectively
- Confident communicator able to build and maintain successful working relationships across a diverse range of people



- Proven ability and motivation to work independently, with minimal supervision
- High level of competency with the MS Office suite, especially Excel, and experience of using digital communication tools

**Desirable skills and experience:**

- Knowledge of local languages in DR Congo, especially Swahili
- Experience in renewable energy and installation
- A good grasp of climate change and rural development issues.
- Be educated to postgraduate degree level in a relevant subject or equivalent qualification
- InDesign, Photoshop, Final Cut / Premiere Pro
- Ability to work flexibly, to cope with a heavy workload and complete tasks in a timely way
- Ability to proactively identify key issues, think ahead, anticipate needs and use judgment to adapt
- Ability to remain focussed and calm under pressure in order to deal with ambiguities and conflict

**Things every member of the Cool Earth team is:**

- Reliable - we follow through on every job, big or small
- Informed – The world’s complicated so we’re always curious
- Self-motivated – we fix problems without asking permission
- Tonnes of initiative – we fix problems by digging for root causes
- Love variety – we’re a small team; jobs outside our job spec are a perk
- People person – helping others be more successful is how we improve

**How to apply:**

Please fill out the online application form at <https://www.coolearth.org/2016/05/lubutu-partnership-officer/>

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