

**Office of Additional Principal Chief Conservator of Forests, CAMPA, Jharkhand  
Van Bhawan, Doranda, Ranchi**

**Engagement of Senior Consultant (01 position), Consultant (01 position) and  
Research Fellow (01 position) on contract basis**

Department of Forest, Environment and Climate Change, Government of Jharkhand, the nodal department for climate change in the State of Jharkhand, had developed the State Action Plan on Climate Change(SAPCC) encompassing key Adaptation and Mitigation measures across eight climate sensitive sectors.

Ministry of Environment, Forest & Climate Change, Government of India has requested the States for revision of the existing SAPCC by aligning it with commitment under NDCs, SDGs (Sustainable Development Goals) and other developmental priorities of the State Government. A Common Framework guideline has also been issued by the Ministry for the revision of SAPCC.

In this context, applications are invited for the positions of (a) one Senior Consultant, (b) one Consultant and (c) one Research Fellow. The Terms of Reference (ToR) containing qualification requirements, experience, scope of services and expected deliverables etc. for each position are available on the website of Jharkhand State Forest Department (<http://forest.jharkhand.gov.in>).

The candidates should provide information demonstrating that they have the required qualifications and relevant experience to perform the services.

The interested and eligible candidates may apply in the prescribed application format of the ToR in hard copy clearly superscribing on the envelope “Engagement of Senior Consultant/ Consultant/ Research Fellow”.

The candidates should submit the filled-in Application Form along with self-attested photocopy of all relevant documents/degrees/certificates to **Additional Principal Chief Conservator of Forest, Block-A, 1<sup>st</sup> Floor, Van Bhawan, Doranda, Ranchi-834002**.

The last date of receipt of applications is **6<sup>th</sup>September, 2019**. The applications received through email will not be accepted.

The shortlisted eligible candidates will be asked to appear for a personal interview which shall also consist of a brief power point presentation by the candidate as to how he/she proposes to deliver the services and tasks for the post applied for. Such list of candidates with date of interview will be displayed on the Jharkhand State Forest Department website (<http://forest.jharkhand.gov.in>). There may not be a separate communication to such candidates. No TA/DA shall be given for the appearing in the interview.

Additional Principal Chief Conservator of Forest, CAMPA  
Department of Forest, Environment and Climate Change  
Jharkhand, Ranchi

## **Terms of Reference**

### **Engagement of (a) Senior Consultant, (b) Consultant and (c) Research Fellow**

#### **1. Senior Consultant(01 position)**

##### **A. Statement of Objective:**

Department of Forest, Environment and Climate Change, Government of Jharkhand has initiated the process of revision of the State Action Plan on Climate Change (SAPCC). The SAPCC is proposed to be revised in view of evolving context of climate science, policies and actions. The revised SAPCC is likely to envisage an inclusive, sustainable and climate resilient low carbon development pathway with focus on climate change adaptation and mitigation strategies reflecting the commitments of Government of India and actions to be adopted/implemented by the State Government to tackle the vulnerabilities and adverse impact of climate change across the socio-economic sectors. The SAPCC in turn is also to synergise with the goals of NDCs under the Paris Agreement and aim at achieving other development goals including the Sustainable Development Goals (SDGs). Moreover, once the revised SAPCC is approved by the Ministry of Environment, Forest & Climate Change (MoEF&CC), Government of India, it will be essential for the nodal department to ensure that the action proposed under the revised SAPCC be mainstreamed into the departmental planning and also monitor its implementation.

In this context, a Senior Consultant is to be engaged by the Forest Department, Jharkhand for delivering on the aforesaid objectives.

##### **B. Period of contract**

The engagement of the Senior Consultant will be on a contractual basis for a period of one (01) year. It may be extended for another year based on satisfactory performance.

##### **C. Upper age limit:** 45 years as on 01.08.2019

##### **D. Qualification requirements**

1. Essential qualification is Postgraduate degree in Environmental Science/Forestry/ Agriculture/Water/Climate Change/ Energy.
2. Minimum 10 years of experience of working in the area of climate change, particularly in the context of identification/ strategizing of sectoral adaptation and mitigation actions. Candidate with diverse practical experience in the field will have an advantage.
3. Experience of working with government agencies will be preferred.

4. Experience of assessing scientific information relating to climate science and climate change impacts.
5. Thorough understanding of the climate change science, policies and scenarios at national and global levels. Experience of development/ implementation of climate finance initiatives.
6. Experience of facilitation of stakeholder's consultation and documentation.
7. Experience of working in development or implementation of SAPCC will be an added advantage.
8. Knowledge of and experience in project cycle management and well versed in logical frameworks.
9. GHG inventorisation (assessment of sectoral GHG emission and sequestration) in line with the procedure/methodology laid out under IPCC.
10. Fluent in writing and speaking in English. Good working knowledge of reading, writing and speaking in Hindi.
11. Notable skill of documentation and computer skills
12. Ability to work effectively in a team with a range of stakeholders.

#### **E. Scope of services, tasks and expected deliverables**

1. Facilitate revision of SAPCC in line with the commitments under NDC and SDGs and in accordance to the Common Framework Guidelines issued by MoEFCC in this regard.
2. Sensitisation of the nodal departments on the features of climate change as a part of the SAPCC revision procedure towards identification of key climate change adaptation and mitigation actions.
3. Institutional capacity analysis of the nodal and line departments for long term developmental planning, implementation and M&E of proposed climate actions. Suggest institutional mechanism for augmenting capacity gaps including informing decision makers to access climate finance for the state and facilitate implementation of SAPCC.
4. Suggest strategies to strengthen inter-departmental coordination, especially ensuring the engagement of Finance and Planning, as well as involvement of the private sector, civil society and other stakeholders in the State
5. Organize consultations and meetings with different stakeholders for SAPCC revision.
6. Facilitate a wider stakeholder consultation in coordination with Jharkhand State Forest Department on the revised SAPCC for approval and endorsement.
7. Develop relevant adaptation and mitigation proposals as required for sourcing of climate finance.

8. GHG inventorisation (assessment of sectoral GHG emission and sequestration) in line with the procedure/methodology laid out under IPCC.
9. Support in execution of the revised SAPCC.
10. Facilitate interdepartmental coordination towards mainstreaming of proposed climate actions under Departmental Action Planning and coordination with other stakeholders like research institutions, media, private sector agencies and civil societies in this regard.
11. In addition to the above listed tasks, the Senior Consultant may be asked to assist in any other tasks (related to project) assigned by the Department.

Data and documents/ reports /papers etc. generated by the Senior Consultant under the assignment will be the sole property of Forest Department. Senior Consultant should ensure to hand over print and electronic copies of data and documents/ reports /papers to the supervisor before completion or termination of the contract. The Senior Consultant without prior permission from the Forest Department will not be entitled to use the information /data /reports assessed as a part of the assignment for development of research paper and publications.

Performance of the Senior Consultant will be measured against assigned works and it will be updated every six months. Senior Consultant will submit quarterly progress reports stating his/her accomplishments against the work plan and also submit any other reports as required by the project management authorities.

#### **F. Support by the Forest Department:**

- Office space. Other logistic support for organizing meetings with stakeholders will be provided.
- The Senior Consultant would arrange for his/her laptop and internet connection.

#### **G. Terms of payment:**

The consolidated emolument of the Senior Consultant will be Rs. 75,000/- per month. TDS may be deducted as per Income Tax norms.

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## **2. Consultant(01 position)**

### **A. Statement of Objective:**

The Paris Agreement, agreed at COP 21 in December 2015 and came into force in November 2016, provided the basic framework for holding the increase in the global average temperature to well below 2°C above pre-industrial levels and pursuing efforts to limit the increase to 1.5 °C. The core to the Paris Agreement Framework is the respective NDCs (Nationally Determined Contributions) outlining the efforts set out by each of the Party to help in complying to the global efforts towards the Paris Agreement objectives. Govt of India as a party to the convention ratified to Paris Agreement and communicated its voluntary goals (NDCs) for the period 2021 to 2030. One of the quantifiable goals as submitted under NDCs relates to creation of additional carbon sink of 2.5 to 3 billion tonnes of CO<sub>2</sub> equivalent through additional forest and tree covers by 2030. Although NDCs is a National level target, achievement of its goals solely depends upon the actions of the state governments. Additionally, it is essential to understand the impact of the climate variabilities over the forest ecosystem in the state and the sectoral vulnerabilities in light of the projected climate change so that adequate measure could be institutionalised towards improving the resilience of the forest ecosystem.

In this context, a Consultant is to be engaged by the Forest Department, Jharkhand for stocktaking of the activities undertaken by the departments and assess the outcome such initiatives in terms of reducing the climate change induced vulnerabilities, strategize actions aimed at contributing towards achievement of NDC goals and access the sequestration potential of similar interventions.

### **B. Period of contract**

The engagement of Consultant will be on a contractual basis for a period of one (01) year. It may be extended for another year based on satisfactory performance.

### **C. Upper age limit: 45 years as on 01.08.2019**

### **D. Qualification requirements**

1. Essential qualification is Post graduate degree in Natural Resource Management/ Forestry.
2. Minimum 7 years of experience of working in the area of forestry, particularly in the context of schemes and policies implemented by the forest department. Candidate with diverse practical experience in the field will have an advantage.
3. Experience of working with government agencies will be preferred.
4. Experience of natural resource management, forestry assessment and conservation

5. Experience of analysing and developing policies, programmes and plans for forestry sector for state/central govt.
6. Thorough understanding of the forestry, climate change science, policies and scenarios at national and global levels. Knowledge of conventions on climate change (UNFCCC), NDCs, SDGs, combating desertification and biodiversity (UNCCD and CBD).
7. Proven record of scientific peer-reviewed publications and development of knowledge products with respect to natural resource management and forestry conservation will be preferred.
8. Specific experience of facilitation of stakeholders' dialogues and documentation
9. Working knowledge of GIS applications particularly in context of natural resource management/ forestry conservation and MIS will be preferred.
10. Fluent in writing and speaking in English. Good working knowledge of reading, writing and speaking in Hindi.
11. Notable skill of documentation and computer skills
12. Ability to work effectively in a team with a range of stakeholders.

#### **E. Scope of services, tasks and expected deliverables**

1. Institutional sensitisation and capacity building in the areas of climate change, impacts of climate change on forest ecosystem, forestry and natural resource management.
2. Support development of annual action plans, relevant guidelines, operational manuals, documents as required for institutionalisation and achievement of the planned goals.
3. Support in quality implementation of thematic activities in the project, including but not limited to training programmes, communication strategy, project MIS and operations research etc;
4. Assessing the baseline scenarios on selected indicators and undertaking M&E for the initiatives implemented towards ensuring the conformity of envisaged output, outcomes and impacts.
5. Prepare periodic progress reportsof the undertaken interventions outlining the trends, strategies, outcomes, impacts, innovations and some distinct case studies and upscaling of best practices in the participating forest divisions and institutionalise mutual learning mechanism.
6. Gather and disseminate information and experiences on climate adaptation initiatives, natural resource management, forestry assessment &conservation and ecosystem services.
7. Identify areas of policy and regulatory gap and support the State Forest Department in framing and advocating required policy and regulatory measures towards improving the resilience of the communities, PRIs and facilitate convergence with programmes of the other line department.

8. Support in organizing and facilitating meetings, trainings, workshops, conferences and other media involving State Governments, concerned technical expert committees, civil society organizations and other stakeholders related to project implementation, disseminate best practices, lessons learnt, and up-scaling of forest conservation and climate adaptation initiatives.
9. In addition to the above listed tasks, the Consultant may be asked to assist in any other tasks (related to project) assigned by the Department.

Data and documents/ reports /papers etc. generated by the Consultant under the assignment will be the sole property of Forest Department. Consultant should ensure to hand over print and electronic copies of data and documents/ reports /papers to the supervisor before completion or termination of the contract. The Consultant without prior permission from the Forest Department will not be entitled to use the information /data /reports assessed as a part of the assignment for development of research paper and publications.

Performance of the Consultant will be measured against assigned works and it will be updated every six months. Consultant will submit quarterly progress reports stating his/her accomplishments against the work plan and also submit any other reports as required by the project management authorities.

#### **F. Support by the Forest Department:**

- Office space. Other logistic support for organizing meetings with stakeholders will be provided.
- The Senior Consultant would arrange for his/her laptop and internet connection.

#### **G. Terms of payment:**

The consolidated emolument of the Senior Consultant will be Rs. 63,000/- per month. TDS may be deducted as per Income Tax norms.

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### **3. Research Fellow (01 position)**

#### **A. Statement of Objective:**

Department of Forest, Environment and Climate Change, Government of Jharkhand has initiated the process of revision of the State Action Plan on Climate Change (SAPCC). The SAPCC is proposed to be revised in view of evolving context of climate science, policies and actions. The revised SAPCC is likely to envisage an inclusive, sustainable and climate resilient low carbon development pathway with focus on climate change adaptation and mitigation strategies reflecting the commitments of Government of India and actions to be adopted/ implemented by the State Government to tackle the vulnerabilities and adverse impact of climate change across the socio-economic sectors. The SAPCC in turn is also to synergise with the goals of NDCs under the Paris Agreement and aim at achieving other development goals including the Sustainable Development Goals (SDGs). Moreover, once the revised SAPCC is approved by the Ministry of Environment, Forest & Climate Change (MoEF&CC), Government of India, it will be essential for the nodal department to ensure that the action proposed under the revised SAPCC be mainstreamed into the departmental planning and also monitor its implementation. In this context, a Research Fellow is to be engaged by the Forest Department, Jharkhand.

#### **B. Period of contract**

The engagement of the Research Fellow will be on a contractual basis for a period of one (01) year. It may be extended for another year based on satisfactory performance.

#### **C. Upper age limit: 35 years as on 01.08.2019**

#### **D. Qualification requirements**

1. Essential qualification is First class Postgraduate degree in Environmental Science/ Forestry/ Agriculture.
2. Minimum 2 years of experience of working in the area of climate change.
3. Specific experience of documentation and facilitation of stakeholder consultations.
4. Experience of baseline studies and impact monitoring.
5. Experience of working in development or implementation of SAPCC will be an added advantage.
6. Experience of working with government agencies will be preferred.

#### **E. Scope of services, tasks and expected deliverables**

1. Mapping of existing sector specific policies, programmes and schemes,
2. Collate and analyse primary and secondary data relating to climate change adaptation and mitigation and vulnerability assessment in the context of Jharkhand.
3. Prepare presentations and proceeding of the meetings and draft reports of public consultation and stakeholder workshop for SAPCC revision.
4. Prepare research papers on climate change issues.
5. Develop report formats, site visits and interact with various stakeholders.
6. In addition to the above listed tasks, the Consultant may be asked to assist in any other tasks (related to project) assigned by the Department.

Data and documents/ reports /papers etc. generated by the Consultant under the assignment will be the sole property of Forest Department. Consultant should ensure to hand over print and electronic copies of data and documents/ reports /papers to the supervisor before completion or termination of the contract. The Consultant without prior permission from the Forest Department will not be entitled to use the information /data /reports assessed as a part of the assignment for development of research paper and publications.

Performance of the Research Fellow will be measured against assigned works and it will be updated every six months. Research Fellow will submit quarterly progress reports stating his/her accomplishments against the work plan and also submit any other reports as required by the project management authorities.

#### **F. Support by the Forest Department:**

- Office space. Other logistic support for organizing meetings with stakeholders will be provided.
- The Research Fellow would arrange for his/her laptop and internet connection.

#### **G. Terms of payment:**

The consolidated emolument of the Research Fellow will be Rs. 28,000/- per month.

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### **General conditions:**

1. Only Indian nationals are eligible to apply. Mere submission of application will not entail right to claim selection.
2. The Department reserves the right to cancel the advertisement and / or the selection process any time without assigning any reason.
3. The Department reserves the right to raise or lower the eligibility criteria, depending upon the response to the advertised posts.
4. The position is contractual and purely temporary in nature. The selected person will not have any claim for permanent appointment.
5. The candidates should submit the filled-in Application Form along with self-attested photocopy of all relevant documents/degrees/certificates.
6. The shortlisted eligible candidates will be asked to appear for a personal interview which shall also consist of a brief power point presentation by the candidate as to how he/she proposes to deliver the services and tasks for the post applied for. Such list of candidates with date of interview will be displayed on the Jharkhand State Forest Department website (<http://forest.jharkhand.gov.in>). There may not be a separate communication to such candidates.
7. Original certificates will be verified at the time of interview. Candidates should bring their original testimonials of date of birth, educational qualification, experience etc. for verification at the time of interview.
8. No TA/DA shall be given for appearing in the personal interview.
9. Finally selected candidates will be based at Van Bhawan, Jharkhand, Ranchi. They may be required to travel anywhere in the country for which TA/DA will be provided as per the norms of the State Government.
10. The position can be terminated at any time without assigning any reason.
11. Canvassing in any form would entail disqualification of candidate.
12. In case the information furnished by the candidate is found to be false at any stage, the same shall invite disqualification and action as deemed appropriate shall be taken.

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## **Form of Application**

**Application for the Post of: .....**

- a. Please specify the name of post: Senior Consultant/  
Consultant / Research Fellow
- b. If applying for more than one post, separate applications  
must be submitted

Passport size self-  
attested colour  
photograph of the  
candidate

**1. Name (in block letters): .....**

**2. Father's name: .....**

**3. Date of Birth: .....**

**4. Age as on 01.08.2019 .....**

**5. Nationality .....**

**6. Telephone/Mobile No: .....**

**7. Email Id: .....**

**8. Permanent address: .....**

**9. Address for correspondence: .....**

**10. Educational Qualification (from Graduation onwards):**

Examination Passed	Subjects of examination	University/Institution	Year of passing	Division

**11. If holding Ph.D. degree, the discipline, title of thesis, name of University/Institution and year of award**

**12. Relevant experience in the field applied for (chronologically from current position backwards):**

<b>Name of Employment/Designation</b>	<b>Name of organization where worked</b>	<b>Duration of experience</b>		<b>Year of experience</b>	<b>Job profile</b>
		<b>From</b>	<b>To</b>		

**13. Specific experience in the subject/field of selection**

**14. List of publications (Books/Journals/Articles etc.):**

**15. Computer Skills:**

**16. Any other information:**

**17. Justification as to why he/she should be considered as a suitable candidate for the post applied for**

**Declaration: -**

I hereby declare that all the information mentioned in the application are true to the best of my knowledge and belief. I fulfil the eligibility and other norms mentioned and the particulars furnished by me are correct in all respect. In case it is detected at any stage that I do not fulfil the eligibility norms and/or that I have furnished any incorrect /false information or have suppressed any material fact(s), my candidature will be rejected/ engagement be terminated without notice.

**Place:**

**Date:** **(Signature of candidate)**

**List of Enclosures(Certificate of educational qualification and employment)**

1. ....
2. ....

**Note:**

1. Use separate sheets if required.
2. Sign at each page of application.
3. Attach self-attested photocopy of all degrees/certificates/ other relevant documents with the application form.