ILC Asia Regional Coordinator  
Bogor, Indonesia

Overview
ILC is a diverse and growing network of organizations that put people at the center of land governance. It forms part of a global alliance of more than 250 multilateral and civil society organizations, based in 78 countries.

The ILC Asia Regional Coordinator will be part of a highly motivated global team that spans four continents, and will manage a small and motivated team based in Bogor, Indonesia. She/he will serve a network of 54 national and international organizations in Central, South and Southeast Asia, as well as the Pacific.

The successful candidate will draw on a varied professional experience that spans the diversity represented in the ILC membership, an understanding of the strengths of a network, a deep knowledge of land and natural resource issues, and a keen sense of the possibilities that exist to bring about lasting change for human well-being and justice. She/he will be a good team worker and manager, a strong and persuasive communicator to a spectrum of stakeholders, a creative strategist and problem solver, and shaped by extensive personal experience in Asia and beyond.

The Asia Regional Coordinator will be accountable to the ILC Asia Steering Committee. She/he will report to the host organization of ILC Asia (CIFOR), which serves as a proxy to the Steering Committee in daily operations.

About CIFOR
The Center for International Forestry Research (CIFOR) envisions a more equitable world where forestry and landscapes enhance the environment and well-being for all. CIFOR is a nonprofit, scientific institution that conducts research on the most pressing challenges of forest and landscape management around the world. Using a global, multidisciplinary approach, we aim to improve human well-being, protect the environment and increase equity. To do so, we conduct innovative research, develop partners’ capacity, and actively engage in dialogue with all stakeholders to inform policies and practices that affect forests and people. CIFOR is a CGIAR Research Center, and leads the CGIAR Research Program on Forests, Trees and Agroforestry (FTA). Our headquarters are in Bogor, Indonesia, with offices in Nairobi, Kenya; Yaoundé, Cameroon; Lima, Peru; and Bonn, Germany.

About ILC and purpose of the position
The International Land Coalition (ILC) is a global coalition of intergovernmental organizations and civil society organizations working together to put people at the center of land governance. As a network that brings together diverse but complementary efforts, ILC provides different entry points for members to pursue change, building on the diversity of knowledge, expertise, and successes and failures within the network, and with a strong focus on learning, adaptation, and innovative practice.
ILC supports its members through its three strategic objectives: i) connecting members with each other and with change-makers beyond the Coalition; ii) mobilizing members by reinforcing and equipping their efforts with the necessary knowledge, capacity, and opportunities; and iii) influencing governments, their partners, and corporate actors.

The ILC network is organized at a regional level in platforms. This provides opportunities for members to strengthen their ownership of the ILC, set regional advocacy targets and strategies, and ensure that the priorities and actions of the ILC are more relevant to specific regional and sub-regional contexts. Every ILC member who works in a region has the right to participate in, and contribute to the work of the regional platforms. Regional platforms meet and decide through regional annual assemblies.

The Asia Regional Coordinator plays a key role within the Asia region and ILC globally in helping member organizations connect with each other and position their land agendas regionally with governments, donors, other relevant organizations. While member organizations are doing excellent work on their own, much more can be achieved as complementarity and synergy of actions are promoted. This is a big challenge given the geographical spread and the diversity of organizational and national contexts.

CIFOR, acting on behalf of ILC, is seeking to recruit a qualified Asia Regional Coordinator to provide relevant services as summarized below.

**Summary of responsibilities**

The main responsibilities of the Regional Coordination Unit (RCU), for which the Coordinator is responsible, include:

- Facilitating a common visioning of the ILC Asia membership based on effective and participatory functioning of the regional platform according to strategic priorities of the membership;
- Positioning ILC Asia with national governments, regional bodies and donor communities, so as to raise its profile, and some of the resources ILC Asia needs to achieve its intended goals;
- Consolidating multi-year and annual regional work plans, budgets and reports for their implementation in the region, including organizing and supporting annual regional assemblies;
- Ensuring synergies between ILC global, thematic and national activities;
- Making best use of the ILC global network to strengthen the capacities of and expand opportunities for local members, with a focus on grassroots and constituency-based ILC members;
- Representing the regional platform of ILC as required; and
- Facilitating member-to-member relationships, including joint learning, actions and communication between members and with other stakeholders.

More specifically the principal tasks of the Coordinator revolve around three principal work areas:

**FUNCTIONAL AREA 01: ILC regional program development and implementation**

- Ensure membership engagement. This includes promoting high levels of participation among members in regional work and regional meetings, not least by supporting their participation in key regional/global events; engagement of international members; and continuous linkages to and feeding of ILC global initiatives;
- Oversee the implementation of ILC Asia work plans under the supervision of the Asia Steering Committee (ASC);
• Prepare ILC annual reports, work plans and budgets under the supervision of the ASC, to be approved by the ILC Asia Regional Assembly;
• Support members in finalizing proposals in line with Asia work plans, and help with meaningful reporting;
• Develop resource mobilization proposals and negotiate resources for the regional platform, including by helping members in their fundraising efforts for agreed joint action as laid out in regional work plans;
• Facilitate fluid communication within the Asia membership and provide solutions to expected challenges, including by organizing on-site missions and promoting continuous learning; and
• Have staffing capacity to ensure vibrant regional communication, including with high-quality bulletins/newsletters and research/policy briefs/papers.

FUNCTIONAL AREA 02: Serving ILC governance in Asia
• Under guidance of the Asia Steering Committee, prepare main documents for the Regional Assembly and facilitate its deliberations, document its main decisions and ensure follow-up;
• Under guidance of the Asia Steering Committee, prepare main documents for Regional Steering Committee meetings and facilitate its deliberations, document its main decisions and ensure follow-up;
• Support the regionalization process, by ensuring fluid communications between regional and global governance levels, by supporting council members with their participation in the global Coalition Council, and by strengthening members’ capacities;
• Support ILC global governance processes, in close liaison with regional committees and by informing regional assemblies, including, but not limited to, new membership intake, post-2020 governance discussions, ILC charter amendment processes and the ILC Global Assembly of Members; and
• Provide monthly activity updates to the ILC Asia Regional Committee and Host Organization as well as timely reports/updates/information as may be requested by members and the ILC Secretariat.

FUNCTIONAL AREA 03: Provide strategic direction to ILC Asia
• Help position ILC Asia in the regional debate, including, but not limited to, the identification of new trends/actors where ILC voices can make a difference and release/promotion of key publications/briefs;
• Represent ILC in the region and globally before the Council and in other venues when requested;
• Seek alliances and work through a culture of partnership building with other key land-relevant players in the region for the regional platform;
• Support ILC Asia membership access to donor communities in terms of both financial opportunities and agenda-setting/building;
• Serve as the focal person in relations with the Secretariat;
• Operate and supervise the Regional Unit team in close cooperation with and in compliance with rules of the host organization, by recruiting staff as needed, assigning clear tasks, running regular performance appraisals, and offering mentoring; and
• Track new funding opportunities, including tracking regional donors' priorities, having an agreed RM strategy, and reporting against its targets.
Requirements

Candidates must have proven experience in managing networks at the international and regional levels. Experience in a multilingual international initiative involving complex relationships between countries, donors, NGOs/CSOs, and the public will be helpful. Candidates must be able to demonstrate a passion for, and understanding of, land reform including land rights and social justice.

Education, knowledge and experience:
- A master’s degree or equivalent experience in Environmental Sciences, Natural Resources, Sociology, Economics, Law or related disciplines, and at least five years related experience;
- A minimum of 5 years of related experience;
- Demonstrated affinity and work experience in Asia with grassroots/community/smallholder organizations, landless rural workers’ unions and/or indigenous peoples’ organizations, with clear understanding of land and resource access issues, especially women and the rural poor;
- Proven experience in managing networks at the international and regional levels;
- Experience in a multilingual international initiative involving complex relationships between countries, donors, NGOs/CSOs, and the public will be helpful;
- Experience in facilitating inter-institutional collaboration with civil society organizations, governments and inter-governmental organizations;
- Proven experience in developing/implementing successful grant proposals;
- Supervisory experience, including ability to set objectives and manage performance; and
- Excellent verbal and written skills in English. Knowledge of at least one other Asian language will be an added advantage.

Personal attributes and competencies:
- Ability to facilitate a vibrant and diverse network, building on its strengths to assist members bring about transformation in land governance;
- Ability to work well under pressure and ability to meet tight deadlines;
- Ability to plan in advance and accomplish expected results on time; and
- Willingness to travel across the region and sub-region in urban and rural areas.

Terms and conditions
- CIFOR offers competitive remuneration in Indonesian rupiah (IDR), commensurate with skills and experience.
- The appointment will be for a period of one year, inclusive of a six-month probation period, with the possibility of extension contingent upon performance, continued relevance of the position and available resources.

Application process
- The application deadline is 31 July 2020.
- We will acknowledge all applications, but will contact only short-listed candidates.

Interested applicants should send their Letter of Intent and CV in English to asia@landcoalition.info

In the subject field, please indicate: Application – ILC Asia Coordinator – [first name last name].
Kindly include names and contact details of three references.

To learn more about CIFOR, please visit our website at http://www.cifor.org.

To learn more about ILC, please visit our website at www.asia.landcoalition.org

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