

ឧបសម្ព័ន្ធទី ១ “សេចក្តីបញ្ជាក់អំពីការកិច្ច វិសាលភាពនៃការងារ”

ATTACHMENT 1 – TERMS OF REFERENCE

The Wildlife Conservation Society

WCS Cambodia Program

Name :
Position : Eco-Tourism Officer
Project : Preah Vihear
Location : Kulen Promtep Wildlife Sanctuary (KPWS) and Chhep Wildlife Sanctuary (CWS)

PRIMARY RESPONSIBILITIES:

This position requires an individual who is able to travel to remote areas for up to 3 weeks at a time, with Preah Vihear as home base.

The work will be in Kulen Promtep Wildlife Sanctuary (KPWS) and Chhep Wildlife Sanctuary (CWS), Northern Plains, with a program based at Tbeng Meanchey. He will assist with all responsibilities relating to the overall Eco-tourism in Preah Vihear Province with extensive travel around the site especially the four villages by motorbike and on foot.

Main tasks:

1. Work closely with WCS technical advisors, particularly the WCS Communities Technical Advisor, local government, eco-tourism operators and community stakeholders to create an ecotourism development 5-10 year strategy document in consultation with all relevant stakeholders for Kulen Promtep Wildlife Sanctuary (KPWS) and Chhep Wildlife Sanctuary (CWS)
2. Helping DoE to develop guideline for community based eco-tourism particularly Northern Plains
3. Join wildlife research and monitoring team to conduct some key species survey for the purpose of setting up eco-tourism
4. Be able to provide relevant training as need to community and DoE counterparts
5. Take a lead on producing internal rules and regulations for Dangplet and Prey Veng eco-tourism (CPA) committees by law by working with WCS Communities Technical Advisor
6. Facilitate and lead meetings with communities, DoE and eco-tourism operators to discuss ecotourism and support community to carry out the necessary steps to implement ecotourism activities.
7. Help communities to manage funds, and prepare financial reports for income received from ecotourism activities.
8. Help the committees develop awareness raising material for their specific requirements e.g. explaining committee structure to village, fund management to village, etc.
9. Develop and maintain good communications with both the local authorities, DoE, eco-tourism operators and local communities to promote mutual trust and strong program-stakeholder relationships.
10. Take a lead Ecotourism Committee and Village Committee in monitoring success of the ecotourism project and also compliance to agreements set out in initial stages.
11. Prepare work plans, budgets and manage activities for Ecotourism team in all sites in KPWS and CWS
12. Assist in organizing logistics of the project – transport, accommodation etc.

Essential Tasks:

1. Ensure that all program equipment is appropriately maintained and managed.
2. Full fill the project related work that is require by the WCS managers.
3. Support others team as needed
4. Report monthly activities to SVC, Phann Sithan, Landscape TA and Project Manager
5. Attend Monthly Coordination Meetings in Tbeng Meanchey.

This position report to

Phann Sithan

Northern Plains Landscape TA

WCS Project Manager

SVC Director

As well any and all other work assignments, duties, and/or functions as WCS or its management may designate or instruct in the course of its operation, which may include assignments, duties, and/or functions that vary from the above.