Konservasi Indonesia is a national foundation established to support sustainable development in the country. We are the main partner of Conservation International in Indonesia. For more information, please visit: www.konservasi-id.org

We envision a healthy and prosperous Indonesia where biodiversity is valued and preserved. With offices and project sites across Indonesia, we promote a sustainable landscape-seascape approach and establish partnerships with multiple stakeholders across sectors and jurisdictions to deliver lasting impacts for people and nature in Indonesia.

As we are constantly expanding, we are currently hiring to fill the following position for our office in Tapanuli Selatan:

Field Livelihood Coordinator
(Code: FL-C)

Konservasi Indonesia (KI) is seeking a qualified and motivated individual as Field Livelihood Coordinator to implement Sustainable Production by promoting sustainable best practices in various local commodities for farmers in the North Sumatra (North Tapanuli, South Tapanuli, Central Tapanuli and Madina).

This includes preparing all activities for Farmer Field Schools, Farmer Groups, and Oil Palm Farmers Association for ISPO and RSPO certification for both palm oil and other superior commodities. Providing continuous support to the oil palm farmers’ association officials and groups. This position is responsible for ensuring the smooth operation of farmer groups and farmer associations in the field and maintaining good relations with partners. He/She will also support the smooth implementation of the Foksbi program in South Tapanuli to achieve the Sustainable Palm Oil Regional Action Plan for South Tapanuli.

This position will be based in South Tapanuli and work closely with other KI staff in Medan and Jakarta.

**KEY RESPONSIBILITIES**

1. **Project Development and Implementation**
   - Conduct initial assessments in the target areas to collect necessary data from sub-districts and villages.
   - Conduct program orientation sessions in selected villages to gather information on community acceptance and support for program implementation from the general public and relevant stakeholders at the village and sub-district levels.
   - Develop a work plan and training curriculum design, and prepare the necessary materials to train farmers with the aim of improving the economic status of the community in the target area, based on the assessment results.
   - Select and register prospective beneficiary farmers, obtaining their consent to participate in and execute the Sustainable Production program. This includes collecting legality data, farmer identity documents, mapping the agricultural land of farmers, and updating the database as necessary. Report on the addition of new farmer members for Land Use Change Analysis (LUCA).
   - Organize Training of Trainer sessions for Field Agricultural Extension Officers (PPL) / local NGOs and selected farmers.
   - Conduct Farmer Field Schools on Good Agricultural Practices (GAP) for Oil Palm, regenerative Agri., and RSPO/ISPO Principles & Criteria. Collaborate with PPL/local NGOs as facilitators for selected farmer groups.
   - Monitor the implementation of GAP-Reg Agri among participants.
   - Responsible for establishing demonstration plots of oil palm farms in strategically chosen areas to serve as examples for the general public.
   - Update reports for Farmer Association HCV/HCS when new farmers are added, and monitor conservation activities in areas with HCV/HS, such as protecting riverbanks from agrochemical pollution (e.g., fertilizers and pesticides) and planting trees in degraded areas as part of pest control.
   - Conduct training and mentoring for Association management on leadership, organizational management, annual work plan development, bookkeeping, financial management, monitoring, supervision, and refreshing the Internal Control System.
   - Collaborate with Association executives to carry out internal audits for the Group Manager, ensuring the completeness of association documents, member documents, updating the association’s reporting database for
program plans and achievements, farmer production reports, SOP and SK updates, and field audits of RSPO Principles and Criteria implementation on farmer plantations. Prepare internal audit reports in preparation for the annual external audit.

- Work with the Certification Body (CB) to facilitate external audits, both administratively and for field audits. Take immediate corrective action if any findings from field audits are identified.

2. **Project Engagement**
   - Collaborate with the South Tapanuli FOKSBI management to implement Regional Action Plan activities aimed at achieving ISPO certification targets.
   - Support and organize Multi-Stakeholder Forum events based on commodity themes in the field.
   - Build networks and engage with plantation companies, the Department of Agriculture, BPP-PPL, the Cooperative Office, the Environmental Agency, sub-district governments, and village administrations.
   - Be responsible for managing engagement, organizing events, implementing activities according to the approved schedule and budget, and monitoring and reporting to the NS Field Program Manager.

3. **Other livelihood-related activities (10%)**
   - Provide support for other components related to livelihood activities, particularly in the areas of restoration and agroforestry, by sharing knowledge and suggestions.
   - Oversee the work of Association Managers/Advisors and administrative/finance personnel in their daily operations in managing the association's business.
   - Identify potential strategic activities to expand the program's scope.

**QUALIFICATIONS**

- Bachelor’s degree preferred in Agriculture, forestry, Biology or natural resources management related science or candidates with technical experiences in the palm oil, rubber, cocoa, coffee with at least 5 years of experience on Oil Palm plantation and RSPO/ISPO certification for smallholder.
- Having a successful track record of working with independent oil palm farmer associations to achieve RSPO/ISPO certification, as well as a deep understanding and capability to implement RSPO and ISPO Principles & Criteria (P&C).
- Understanding of Sustainable Production approach issues at regional level including knowledge of community livelihood and community-led conservation issues.
- Ability to function well in a multicultural, diverse, and fast-paced work team environment.
- Comfortable managing multiple duties and adapting to changing priorities.
- Service focus. Courteous, tactful, and proven ability to work effectively with others.
- Ability to work under general supervision and take initiative to solve problems under supervisor direction.

**WORKING CONDITIONS**

- Work is performed in a typical office environment may requires field trip if needed.
- Requires communication, consultation, coordination, and meeting with multi stakeholders and partners.
- Ability to work in a remote location for periods of time, when required.

Please send your current resume and cover letter (no more than 4 pages) to:  
indonesia.hrd@konservasi-id.org

Please fill the "subject" column of the e-mail with this format:

< FL-C> - < your name >

Closing date for the application is **Dec 12, 2023**
(Only short-listed candidates will be notified).