

TERMS OF REFERENCE

Job Title	<i>Pulp and Paper Manager</i>
Supervisor	<i>Forest Based Commodities Market Transformation Strategic Leader</i>
Directorate	<i>Policy, Sustainable and Transformation</i>
Working Location	<i>Jakarta</i>

PURPOSE OF THE JOB
Provide policy development support and carry out activities transformation of value chains in Indonesia's pulp and paper sector through the influencing of mindset, policies and management practices to be more sustainable.

ACCOUNTABILITIES	
	Key Activities
1. Planning	Develop theory of change for pulp and paper program according to WWF Guideline and Strategic Planning 2014-2018 and actively participate to reach the vision & mission of WWF Indonesia, and support fundraising efforts for the program as well.
2. Research & Data Analysis	Coordinate research and analysis on the market and incentive policies relevant to pulp and paper sector.
3. Policy Development	Use information from data and other source of sustainable pulp and paper operations, and best social practices to form guidelines or draft for government and sustainable pulp and paper policies; and develop local and or global WWF policies
4. Implementation	<ul style="list-style-type: none"> a. Securing the resources (major retailers, traders, suppliers, government, CSO and industry associations), identify strategy alliance, lobby if necessary, adapt and execute the most efficient strategic option b. To take active role in providing inputs and connecting resources of WWF to contribute to the management and assist in achieving sustainability to the good actors of the sector c. To actively communicate with the management of APP, APRIL and Barito the action plan and goals of WWF. d. Representing WWF in meetings and events that are relevant e. Collaborate with related Indonesia GFTN team/Forest Based Commodities Market Transformation and others WWF programs, WWF site managers, PT. ABT and partners in the landscape and other networks relevant to the work f. Liaise with donor agencies on the pulp and paper program g. To monitor and ensure that APP, APRIL, Barito is seriously pursuing its stated goals as outlined in the action plan.

	<ul style="list-style-type: none"> h. To monitor and ensure that the Pulp and Paper sector no longer contributing to deforestations i. To ensure that APP, APRIL and Barito Michelin and other players in the sector are implementing their sustainability commitments in restoration and conservation, FPIC and peatland protection, habitat of flagships protection
5. Impact Evaluation	Analyze the impact of concluded and or ongoing sustainable pulp and paper program, in order to give feedbacks for current and future strategic adjustment on pulp and paper to more sustainable
6. Certification Compliance	<ul style="list-style-type: none"> a. Maintain and enhance credibility of existing certification schemes applicable to Indonesia b. To ensure that forest plantations in Indonesia follows best management practices which includes the implementation of zero deforestation in their developments. c. To strengthen the preconditions of good forest management in the voluntary certification as well through government policies and coordinated efforts on the ground
7. Stakeholder Management	<p>Build, maintain and enhance networks to realize transformational partnership, including:</p> <ul style="list-style-type: none"> a. Creating mutually beneficial partnership amongst the private sector, community based operations, NGO's, traders, and other stakeholders to mobilize the technical, financial, and human resources necessary to achieve transformation especially in the landscapes where the sector is active. b. c. Develop network with NGO's, Buyers, government and WWF network to pursue the goals of WWF d. Ensure that cooperation and good communication is achieved between WWF, APP APRIL, Barito and other forest plantations management and other NGOs like GP Walhi, etc e. To give credible input and expertise on issues pertaining species and habitat protection, community engagement. In relation engagement with the pulp and paper sector f. To communicate and coordinate with the WWF network and other parties that supports the goal of zero deforestation g. To liaise with WWF team on giving inputs, data and expertise, including GIS HCV, species team, and NTFP. h. Liaise with donor agencies on the pulp and paper program i. Build and maintain supports and cooperation/networking with stakeholders and partners j. Liaise with government (national, Provincial level) to get support for related actions of the program k. Maintain and develop good cooperation with the government and other regulatory bodies
8. Reporting	Prepare and maintain periodical reports of progress, monitoring matrix (P3M2) and budget of sustainable pulp and paper program and provide its analysis such as progress of transformation efforts for WWF-Indonesia internal team and external stakeholders use

9. Team/People Management	Functionally lead, coach, develop members of the own team, and give input for appraisal
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JOB QUALIFICATION
Preferred to have Master Degree (S-2) with a background in forestry or bachelor degree with at least 10 years experiences in field work on achieving certification

Experience
<ul style="list-style-type: none"> • At least hold 10 years experience in forestry and has a good understanding of forests certification and Best Management Practice at forest operations (production/CoC, ecology and social aspect) • Previous experience in project and people management.

Competency
<p>Behavior Competency: Core Competencies :</p> <ul style="list-style-type: none"> - Achievement Orientation - Ethics & Professionalism - Pro Green - Teamwork <p>Specific Competencies :</p> <ul style="list-style-type: none"> - Analytical Thinking - Impact & Influence - Collect & Organize Information - Networking - Organizational Awareness <p>Technical Competency:</p> <ul style="list-style-type: none"> - Business Plan Development - Negotiation Skills (High level) - Hands-on Knowledge, Skills and experiences in responsible forest management system, Forest Certification and Chain of Custody and Corporate engagement, community engagement. - Writing Skills especially for proposals and reports - Communication skills (presentation, lobbying, facilitation) - Able to communicate in English, both oral and writing - Project Cycle Management - Compliance Assessment Skill