



Building a Greener Economic Environment

JOB DESCRIPTION

Vacancy position: **Environmental Project Officer**

Location: **Skopje**, North Macedonia

Organization: CNVP, branch office in **North Macedonia**

Background

CNVP (Connecting Natural Values & People Foundation) is a Dutch-based organization operating in the Balkans, a successor of SNV the Dutch development organization. Currently, CNVP is implementing projects in various fields, with its offices across the Balkans assisting rural people through providing quality services in environmental protection, climate issues, rural development, forestry, NTFPs and biomass as renewable energy, and with that to increase the capacity of local actors to achieve their own sustainable development. More information about CNVP can be found at www.cnvp-eu.org.

CNVP, through its branch offices in North Macedonia and Albania, is implementing a new three-year project (2022-2025) "Sustainable use of natural resources for transboundary socio-economic development of protected areas in North Macedonia and Albania (Korab-Koritnik, Shar, and Albanian Alps)", funded by Prespa Ohrid National Trust (PONT).

The CNVP office in North Macedonia is looking for qualified people to fill the position of **Environmental Project Officer** in order to implement the new project.

Position summary

The North Macedonia **Environmental Project Officer** (EPO) will contribute significant technical expertise to all project outputs. S/he will be deeply involved in screening the Sharri and Mavrovo areas and proposing concrete modalities that contribute to the long-term use of products and services in protected areas. S/he will have a thorough understanding on rural tourism, NTFPs and of how SMEs and the civil sector work. S/he will design and oversee sub-grant schemes, their implementation, and their impact, as well as coordinate their activities. He/she will ensure that ecological corridors are linked smoothly and will contribute to cross-border project activities. He or she will coordinate the project team, supervise the consultants involved in the project, and provide technical expertise on their outputs.

The EPO will be directly responsible to the CNVP Country Director in North Macedonia. He or she will work with the project office in Albania and Kosovo, as well as with national parks, PONT grantees, municipalities, and project stakeholders.

Main responsibilities

The **Environmental Project Officer** will be required to:

- Coordinate and be responsible for the general implementation of the project "Sustainable use of natural resources for transboundary socio-economic development of protected areas in North Macedonia and Albania (Korab-Koritnik, Shar and Albanian Alps)" ;
- Cooperate with national and local institutions in the promotion and involvement of different state and local institutions to achieve project results;
- Organize and conduct environmental-related events envisaged in the project's work plan;
- Coordinate, guide, and support the project team and its partners in the organization and implementation of other activities related to the project;
- Conceptually design and oversee sub-granting schemes, implementation, and its impact and will coordinate activities of the same;
- Promote CNVP and the project in line with the core values of the organization and the commitments envisaged under the project;
- Create a monitoring plan and evaluate the project's outcomes and results on a regular basis;
- Coordination of activities with the CNVP offices in Albania and Kosovo, as well as with the donor PONT;
- Report regularly to CNVP offices and the donor according to the project requirements;
- Prepare a mechanism/framework for monitoring and evaluation of the impact of implemented measures on different genders in the rural communities;
- Collaborate closely with National Parks, municipalities, NGOs, PONT grantees, the local community, and other relevant institutions and stakeholders;
- Build excellent relationships, networking links, communication, and information flows to ensure that CNVP is represented at all important environmental meetings;
- Provide necessary support to the CNVP for other project initiatives and other donor-funded projects;
- Prepare lessons learnt reports, media news in the implementation of the project;
- Contribute to the envisaged self-assessment performances;
- Be responsible for managing all administrative tasks related to the position;

Competencies

- Excellent written and oral communication skills in English.
- Excellent organizational skills and the ability to meet deadlines.
- Capability to summarize the assignment and draw conclusions on related topics
- Integrity is demonstrated by modeling CNVP's values and ethical standards;
- Cultural, gender, religion, race, nationality, and age sensitivity and adaptability are demonstrated.

Personal profile requirements

- A bachelor's degree in the environment, natural sciences, economics, agriculture, or a related field. A master's degree is advantageous;



Building a Greener Economic Environment

- Strong coaching, teamwork, gender, participatory approaches, and management skills are required;
- A minimum of 5 years of project-related experience is required. Experience working with international organizations and/or donors is advantageous;
- English and Macedonian language skills are required. Knowledge of local languages is advantageous;
- Superior communication, report writing, and analytical skills;
- B category driver's license

Performance

The employee's six-month and annual evaluations will be based on the summary job description. Targeted project activities for the years 2022-2025 will be used to evaluate employee performance.

Behavior

In order to contribute to meeting CNVP's mission statement and objectives, the EPC must perform this job in a way that maximizes positive cooperation and networking among all CNVP staff and related stakeholders. It is critical to portray CNVP as a professional organization with integrity that provides the highest quality service.

Application procedure

Interested candidates are invited to send a **motivation letter** and a **CV** with **three references** to **recruitment@cnvp-eu.org** no later than **September 19th, 2022**.

Please include the position you are applying for in the subject line of your email, for example, "**Environmental Project Officer** "

Only those who have been shortlisted will be invited to an interview.