



FORESTERS WITHOUT BORDERS – VANUATU DEPARTMENT OF FORESTS

TERMS OF REFERENCE – TECHNICAL TRAINING WITH VANUATU FOREST OFFICERS

DATE: December 2016

ACTIVITY TITLE: Technical training with Vanuatu Forest Officers

FWB VOLUNTEER NAME AND POSITION: TBC

REPORTING TO: Director, Vanuatu Department of Forests; FWB Management Committee

BACKGROUND:

Forests are an important component of the subsistence livelihoods for Vanuatu's rural population and is a key source of cash income for many people. Additionally, the country's commercial forest sector is predominantly community based and increasingly reliant on plantation resources.

Government Policy is to support smallholder farmers in managing their forests and, through the Department of Forests, has been actively encouraging community participation in reforestation since 2004. Smallholder and community forestry has expanded since this time, particularly for a few key commercial species, and there is now a significant and growing smallholder plantation resource in the country.

Ensuring ongoing community involvement and benefits will be dependent on technical support from key government agencies to, for example, facilitate appropriate tree planting, plantation management and marketing of resulting products. The Department of Forests is well placed to provide this service but have identified some skills and training requirements to underpin this function.

Technical forestry skills among department staff have been in relative decline over recent years due to a lack of available foresters and the cessation of some key donor funded forest management projects in early 2000's. The DoF has recruited staff graduating with qualifications in Agriculture and other natural resources disciplines, while well trained in their respective disciplines, these young staff can benefit from additional training and awareness in elements of forest management and practices. DoF has sought to provide such training to newly recruited staff however it has not eventuated due to work load and commitment by senior officers.

Providing training support in practical forestry will assist Forest Officers in their work to promote and support community forestry throughout Vanuatu. Foresters without Borders will engage a suitably qualified volunteer to work with DoF to assess training needs and to plan and conduct an initial training program with selected DoF staff.

SCOPE OF WORK:

This volunteer's role will cover the following aspects:

- Conduct a short training needs assessment for DoF staff through consultation with DoF management and other staff.
- Review of existing technical and training material to identify any gaps or ongoing training needs. This activity would involve consultation with senior staff from DoF to better understand any gaps in existing training materials.
- Lead the process of facilitating appropriate revisions of existing material and drafting of new material to address identified gaps. The FWB volunteer would be responsible for managing this process in consultation with senior DoF staff, drafting materials and seeking assistance from the IFA network for topics outside their area/s of expertise.
- In consultation with DoF, design a suite of training programs for DoF staff and other relevant stakeholders.
- Conduct training program on priority topics in Port Vila and other locations as agreed with DoF.
- Identify DoF staff who could deliver the training program in future.

DELIVERABLES:

Working in conjunction with Vanuatu DoF, the volunteer/s will provide the following deliverables:

1. Collation of existing training manuals and technical material and assessment of any priority areas where additional or revised material is necessary.
2. Development of a revised package of forestry training materials for distribution to DoF and other stakeholders.
3. Conduct training for forest officers and other land use professionals in conjunction with DoF staff.
4. Regular progress reports to be provided to DoF and FWB Management Committee, frequency of reporting to be determined.
5. Completion report on activity outcomes identifying ongoing training needs and recommended subsequent priority areas for DoF and FWB.

CONSULTATION WITH:

Key stakeholders that should be consulted in the process of undertaking this activity include the following:

- Vanuatu Department of Forests
- Other government agencies
- Vanuatu Agricultural College (on Espiritu Santo)
- Relevant NGOs in Vanuatu
- Foresters Without Borders Management Committee
- Communities involved in forest management

KEY DOCUMENTS:

Key reference documents for the volunteer/s will include:

- Technical Manuals
- Research project reports
- DoF training materials and procedural documents as appropriate

DURATION AND TIMING:

It is anticipated that the placement could be conducted over a 2-4 month period. The bulk of the placement will be completed while in Vanuatu but some components may be able to be completed elsewhere.

A proposed schedule will be confirmed with the volunteer/s, DoF and FWB prior to initiation of the work.

TRAVEL SCHEDULE:

Could be conducted through multiple shorter visits to Vanuatu or alternatively through 1-2 longer stays in country e.g. 1 month.

BUDGET:

An indicative activity budget has been developed. It is suggested that total funds in the order of AUD15-20,000 may be required.

Some expenses may be able to be covered by the volunteer/s.

APPENDIX 1 – Comments from Director of Forests regarding training needs

Do you see the main need is for the manuals/training material, or is it the associated training. The reason for asking this is that we are aware that there is material available that can be accessed, and the first step may be to review existing information and identify any gaps that are not well covered. The second part would be to adapt the existing information to meet your needs.

The first thing would be refresher training mainly in key technical areas of forestry. The training manuals and training materials will be used for training as well as reference materials. Several of the materials required for the training manual or the manual would be available but the difficulty has been that no one has spent time to gather and put the information together.

And then we have a few questions to assist in scoping both activities.

- How many people need training/support in each activity?

More than 10 people will require training, but more than that if possible would go through the refresher training.

- What qualifications and experience do they have?

The majority would be diploma in Agriculture but some are graduates in different fields and are now working for DoF.

- Can the material be delivered in English or does it need to be translated into Bislama?

The material will be delivered in English, but can later be translated into Bislama.

- Where are they located?

Staff requiring training are located throughout the country. Therefore we have to think of a way to deliver the training in a most cost effective way.

- What access do they have to computer/email?

Most staff have access to a computer and can access e-mail.

- For activity 1 – *Development of Forestry Technical Manuals/Guidelines*, Is the support required in basic forestry or will an administrative component be required (such as how to manage your local post), or do you have specific areas such as logging planning and supervision that need to be covered.

Support will be required for both technical and administrative. At this stage I am just talking about what I thought would appropriate. However, it might be necessary to skills analysis before moving onto the real training activities and manuals.

- For Activity2 – *Training in Propagation of trees and fruit trees*, would you see it as a more 'hands on' exercise in the nursery like the sandalwood nursery training given in the past, or is it the production of some simple guides for people to follow (to support the community nurseries project)

This training should be hands on.

- How much mentoring or support from other DoF staff would be available?

Would be good to do a small training needs assessment before planning the training?