

<b><u>TERMS OF REFERENCE</u></b>	
<b>CONSULTANT/CONTRACTUAL RESEARCH AND NETWORKING OFFICER (Manila based)</b>	<b>PROJECT: FFG, Fondos, GGF</b>
Reports to : Executive Director	Office : Manila Secretariate
Supervisor: 1. Executive Director 2. Deputy Executive Director	Effectivity Date : ASAP Completion Date : December 2025

<b><u>WORKING RELATIONSHIPS</u></b>
<ul style="list-style-type: none"> <li>• Internal : Executive Director, DEDs, Management Team, Board Member, Fellows, KMU, Head of Programs</li> </ul>
<ul style="list-style-type: none"> <li>• External : partners, Government agencies, Research Institutions, other organizations involved in certain issues i.e climate change, food, IPLCs</li> </ul>

<b><u>JOB SUMMARY</u></b>
The objective of the position is to undertake strategic research, promotions, and networking with relevant partners primarily with those based around Manila, Luzon and Visayas complementing Samdhana's work in Mindanao and Calamianes.
<p><b><u>On Research/Programme Development</u></b></p> <ol style="list-style-type: none"> <li>1. Develop a simple research agenda supportive of filling in gaps in the climate change, environment and IPLC agenda i.e methane, marine, health etc.</li> <li>2. Prepare short briefing reports and co-organize public presentation/event i.e on methane's contributions to climate change;</li> <li>3. Identify research and promotions for agroecology related concerns i.e. water sovereignty; biodiversity</li> <li>4. Coordinate the preparation of background papers and co-organize events on role of agroecology in climate change and biodiversity;</li> <li>5. To undertake research on renewable energy policy and programme; companies and their potential for working with indigenous peoples and local communities.</li> <li>6. To undertake research on private sector involvement or interest in climate change, indigenous peoples, human rights, culture and agriculture</li> <li>7. In consultation with programmes, to work with partners in organizing these events and joint programme development.</li> <li>8. To develop a simple database of contacts including individuals within the various agencies, relevant sectors and share with key staff</li> </ol> <p><b><u>On Networking:</u></b></p> <ol style="list-style-type: none"> <li>1. To network with organizations that share Samdhana's agenda and purpose i.e climate change, human and indigenous peoples' rights, agroecology etc.</li> <li>2. To continue to facilitate donor relations as needed.</li> <li>3. To develop collaboration on Women Environmental and Human Rights Defenders (WEHRDs) and opening windows of support;</li> </ol>

4. To link up with key embassies and donors and introduce Samdhana to these agencies based in Manila and develop potential partnerships.
5. Building on networking efforts and in consultation with the ED and relevant Board members and Samdhana Fellows, to link up and present the Samdhana programmes to key national govt agencies in the Philippines (DENR, DA, NCC, CHR etc.) and the wider SEA region and regional donors as opportunity arise.
6. To strategize with the CDO office (led by the DED for Philippines and Mekong) and other local partners on reaching out to local offices of relevant agencies.
7. To understand how these agencies work and identify pathways to potential partnerships (i.e accreditation) and programme development.
8. To participate in events organized by this agency thereby making Samdhana's presence felt and its programmes known;
9. To explore other areas for future collaboration and cooperation with government, donors, individuals and other non-government organizations

## **QUALIFICATION**

### **Education and Experiences**

1. 5-10 years of social development and/or environmental work.
2. Preferably completed relevant post graduate course.

### **Knowledge and Skill**

1. Excellent English written and oral communications skills.
2. Significant experience in research, writing and analysis of relevant environment and/or social justice concerns.
3. Good Experience in proposal writing and donor communications and relations.
4. Experience in presentations and negotiations.
5. Willingness and openness to learn
6. Able to work in a team but also able to work independently.
7. Previous engagement with not just one sector but with government, business, academic or civil society groups preferred.

## **TERMS AND CONDITIONS**

- Consultant based
- The duty station is in Manila
- Start date: Immediately.

### **Application procedures**

ONLY shortlisted candidates will be contacted.

Interested and qualified candidates are invited to send a letter of interest highlighting their suitability for and potential contribution to the position, a detailed CV, and contact details for three referees to [hrphil@samdhana.org](mailto:hrphil@samdhana.org) at **the latest on 4 July 2025.**