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WWF-Cambodia

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TERMS OF REFERENCE

Position title	: Internship
Reports to	: Livelihood Development and Private Sector Manager, WWF-Cambodia EPL
Supervises	: N/A
Location	: Senmonorom, Monduliri Province
Duration	: April to October 2021

1 Background

Since 2007, WWF Cambodia facilitated to establish two groups of sustainable wild honey collection in Trapeang Khaerm CPA. In 2010, due to the interests of local communities and positive progresses of these value chain approaches, WWF facilitated to establish a social enterprise at provincial level called Monduliri Wild Honey Network that focused solely on Monduliri wild honey. In 2014, this network expanded its scope of work and focused on Non-timber Forest Products which was having 13 NTFP groups with a total of 552 households. This network has been registered as Monduliri Forest Venture (MFV) at the provincial level.

With the unique products of Monduliri wild honey, from 2017, WWF have been strengthening the capacity of MFV and supporting the processes of registration of Protected Geographical Indication (PGI) of Monduliri wild honey.

The project is offering 01 Internship Opportunity to assist and support the implementation of Beekeeping Project to ensure better alternative livelihood, sustainable wild honey collection and species management, and the quality of honey products to the markets.

2 Major Duties and Responsibilities:

- Work closely with local beekeepers to implement beekeeping technique on movable hives and rafter beekeeping in deciduous forest in the communities protected areas.
- Support the field monitoring and ensure the local beekeepers implement the monitoring of beekeeping techniques and data recording in a timely manner.
- Assist and facilitate the communities to participate the trainings, meetings, and field visit.
- Develop weekly and monthly planning for the project implementation.
- Prepare cash advance and clearance follow the finance and admin procedures.
- Join training and capacity building in order to implement the project activities effectively.
- Write a weekly and monthly update and submitting to supervisor.

3 Requirements:

- Graduate Degree in agriculture, forestry, a social or environmental science.
- Having knowledge of community-based development and conservation related issues.
- Having knowledge of ethnic minority is an advantage.
- Experiences in field facilitation skills, organizing communities 'meeting and workshop.



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- Self-motivated and committed to work under pressure.
- Good command of written and spoken English.

4 Working Relationships:

1. **Internal** - Interact on a regular basis with Livelihood Development and Private Sector Manager, project staff, finance and administrative staff of similar projects in WWF-Cambodia, Monduliri Province.
2. **External** - Interact with local government agencies at district, and commune levels, as well as NGO partners, communities, and other stakeholders.

5 Job Competencies:

WWF Focus

- Courage, Collaboration, Respect & Integrity;
- Adheres to WWF's brand values: Knowledgeable, Optimistic, Determined and Engaging;
- Demonstrates WWF behaviours in ways of working: strive for impact, listen deeply, collaborate openly and innovate fearlessly.

This TOR covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff. Other tasks may be assigned as necessary according to organizational needs.

Prepared by Supervisor: _____ Date: _____

Reviewed by 2nd line Manager: _____ Date: _____

Approved by HR Manager: _____ Date: _____

Accepted by Staff member: _____ Date: _____