

Wetlands International Indonesia / Yayasan Lahan Basah

# Policy Officer Assistant

## *Terms of Reference (ToR)*

<b>Position Title</b>	: <b>Policy Officer Assistant</b>
<b>Location</b>	: Bogor, Indonesia
<b>Reporting to</b>	: Policy Officer & Project Manager
<b>Duration</b>	: 1 year, extendable based on performance
<b>Working Hours</b>	: Full-time

### 1. Background

Indonesia's commitment to mangrove restoration, reflected in the Government's target of restoring 600,000 hectares of mangroves, necessitates the integration of best restoration practices into national and regional ecosystem restoration policies. North Kalimantan & Central Java are priorities area, with significant tenurial and jurisdictional complexities. Additionally, the regulatory framework for resolving jurisdictional and land tenure conflicts must be clarified to ensure effective, scalable restoration efforts. In addition, the management of these areas is challenged by complex jurisdictional and land tenure issues, which complicate efforts to implement effective conservation measures such as OECMs.

The Policy Officer will play a critical role in supporting the design, coordination, and implementation of policy initiatives to conserve and restore mangrove ecosystems in line with national and sub-national policies. This role involves engaging with governmental and non-governmental actors, promoting policy coherence, and ensuring that legislative frameworks align with conservation objectives. The Policy Officer will work to incorporate

best mangrove restoration practices into ecosystem restoration policies across national, provincial (Central Java & North Kalimantan), and district government levels. They will also map tenurial and jurisdictional challenges and identify regulatory solutions for conflict resolution, with a focus on North Kalimantan and Central Java as models for other regions.

### 2. Objectives

- 2.1. Incorporate Best Mangrove Restoration Practices into Ecosystem Restoration Policies.** Ensure that evidence-based best practices for mangrove restoration are embedded into ecosystem restoration policies at national, provincial, and district levels, enabling appropriate planning and resource allocation.
- 2.2. Map Tenurial and Jurisdictional Issues for Mangrove Restoration.** Conduct comprehensive mapping of tenurial and jurisdictional issues in North Kalimantan, aligning with the Government's mangrove restoration goals and ensuring multi-stakeholder collaboration.

**2.3. Identify Regulatory Pathways for Conflict Resolution.** Develop and propose regulatory pathways to resolve jurisdictional and tenurial conflicts in mangrove areas, using North Kalimantan and Central Java as pilot regions to inform broader policy replication.

### 3. Scope of Work

#### 3.1. Best Mangrove Restoration Practices Integrated into Policy

- Assist in drafting national and provincial policies related to ecosystem restoration, focusing on how mangrove restoration practices can be integrated, especially in Central Java & North Kalimantan
- Support in gathering data and evidence of best mangrove restoration practices for use in policy formulation and advocacy at multiple government levels.
- Assist in developing policy briefs, reports, and presentations for engagement with ministries, agencies, and local government bodies.
- Coordinate with the Policy Officer to ensure the alignment of restoration practices with broader environmental and development strategies.

#### 3.2. Tenurial and Jurisdictional Mapping in North Kalimantan

- Support in identifying and mapping land tenure and jurisdictional boundaries relevant to mangrove restoration in North Kalimantan.
- Assist in organizing and conducting consultations with key stakeholder groups, including CBOs (community-based organizations), CSOs (civil society organizations), the private sector, and local governments to gather input on tenurial challenges.
- Document and map land ownership patterns, land-use conflicts, and overlapping jurisdictions that may hinder restoration efforts.

- Develop reports that visually represent tenurial and jurisdictional challenges, ensuring they align with national restoration priorities, supervised by the Policy Officer.

#### 3.3. Regulatory Pathways for Conflict Resolution in North Kalimantan & Central Java

- Assist in analyzing existing regulatory frameworks related to land tenure, coastal management, and natural resource use, particularly in North Kalimantan and Central Java.
- Support in identifying and documenting pathways for resolving jurisdictional and tenurial conflicts, drawing lessons from ongoing initiatives.
- Help prepare recommendations for legal and institutional reforms to address land-use conflicts and overlapping jurisdictions in mangrove areas.
- Collaborate with local governments and community leaders to explore potential conflict resolution mechanisms that can be replicated in other provinces.
- Develop a policy brief for conflict resolution that includes actionable steps for government agencies, landowners, and local communities, supervised by the Policy Officer

#### 3.4. Stakeholder Engagement and Policy Advocacy

- Support stakeholder engagement activities, including workshops, meetings, and consultations to promote shared understanding and solutions for tenurial and jurisdictional issues.
- Maintain regular communication with project partners, including government agencies, local communities, and NGOs, to ensure coordinated efforts.
- Prepare and disseminate reports, meeting minutes, and other communication materials to keep stakeholders informed of project progress.

### 3.5. Monitoring and Reporting

- Assist in tracking the progress of policy integration, tenurial mapping, and conflict resolution efforts, ensuring that all activities are aligned with project objectives.
- Help prepare periodic reports on progress, challenges, and achievements for submission to the Policy Officer and relevant stakeholders.
- Contribute to the documentation of lessons learned from North Kalimantan and Central Java to facilitate the replication of successful practices in other provinces.

## 4. Required Qualifications

### 4.1. Education

- Bachelor's or Master's degree in Environmental Policy, Forestry, Natural Resource Management, or a related field

### 4.2. Experience

- At least 3 years of experience in forestry & environmental policy development, land tenure issues, and natural resource management in Indonesia, with a focus on mangrove or coastal ecosystems.
- Experience working with governmental agencies, NGOs, and international stakeholders on ecosystem restoration and land tenure issues.

### 4.3. Skills and Competencies

- Knowledge of land tenure, jurisdictional issues, and natural resource governance in Indonesia.
- Strong communication and interpersonal skills, with the ability to work with diverse stakeholders.

- Organizational and project management skills, with attention to detail.
- Ability to conduct policy analysis and assist in developing legal or policy recommendations.
- Proficiency in Bahasa Indonesia and English, both written and spoken.

## 5. Deliverables

- Policy dialogue/workshop report for best mangrove restoration practices.
- Drafting policy review document, policy brief document, and national and/or provincial policies related to ecosystem restoration
- Comprehensive map and analysis of tenurial and jurisdictional issues in North Kalimantan & Central Java, with a report outlining key challenges and recommendations.
- Policy brief proposing regulatory pathways for conflict resolution in North Kalimantan and Central Java, with potential replication in other provinces.
- Monthly monitoring reports on the status of policy integration and conflict resolution initiatives.

## 6. Duration and Work Schedule

The assignment will last for 1 year, with potential for extension. The officer will work full-time, with occasional travel to project sites and national or sub-national (North Kalimantan, Central Java, and Jakarta) meetings.

## 7. Application Process

Interested applicants should submit a CV, a cover letter explaining their suitability for the role, and contact details for three references by 25 November 2024 to [admin@wetlands.or.id](mailto:admin@wetlands.or.id)