

## Terms of Reference for Environmental Expert Trainer - **خبير بيئي - مدرب**

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| <b>Title of Assignment</b>        | Environmental Expert Trainer - <b>خبير بيئي - مدرب</b>   |
| <b>Location/ Department</b>       | Mosul/Nineveh  |
| <b>Duration of the Assignment</b> | 20 days  |
| <b>Supervising Person</b>         | Peace Building Officer   |
| <b>Application Email</b>          | <a href="mailto:recruitment@rezanorganization.com">recruitment@rezanorganization.com</a>   |
| <b>Background</b>                 | Rezan is a national Iraqi Non-profit organization established in Iraq with the aim of supporting conflict affected communities and Contributing for a safe, dignified, sustainable livelihoods and environment friendly for vulnerable communities and advocating for climate action   |
| <b>Scope of Work</b>              | <ul style="list-style-type: none"> <li>➤ <b>Design and Develop Training Manuals:</b> Create comprehensive, context-specific training manuals on environmental mediation, environmental challenges, and sustainable practices. Ensure that training materials are well-structured, engaging, and aligned with project objectives.</li> <li>➤ <b>Deliver Training Sessions:</b> Conduct structured training sessions twice a week, each lasting 3 to 4 hours, for two groups of beneficiaries (15 individuals per group). Facilitate interactive discussions, practical exercises, and case studies to enhance learning outcomes.</li> <li>➤ <b>Facilitate Environmental Mediation Workshops:</b> Lead a <b>4-day environmental mediation workshop</b> (Activity 3), providing participants with the knowledge and skills necessary to resolve environmental conflicts and promote community-led solutions.</li> <li>➤ <b>Conduct Sustainable Practices Workshops:</b> Organize and facilitate a <b>4-day workshop on sustainable practices</b>(Activity 6), equipping beneficiaries with practical methods to promote sustainability and environmental conservation.</li> <li>➤ <b>Mentor Beneficiaries in Project Development:</b> Provide <b>6 days of mentorship</b> (Activity 7) to guide beneficiaries in designing and structuring their environmental initiative projects. Support them in applying training concepts to real-world environmental challenges.</li> <li>➤ <b>Develop and Adapt Training Materials:</b> Dedicate <b>6 days to preparing, reviewing, and adapting training materials</b> to fit the project's context and ensure relevance to the target community.</li> <li>➤ <b>Provide Continuous Support:</b> Offer ongoing mentorship and technical assistance to beneficiaries throughout the training period to enhance their understanding and ensure the successful implementation of their environmental</li> </ul> |

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|  | <p>initiatives.</p> <ul style="list-style-type: none"> <li>➤ <b>Ensure Training Quality and Effectiveness:</b> Use interactive and participatory training methods to engage beneficiaries effectively. Assess learning outcomes and adjust training approaches as needed.</li> <li>➤ <b>Report on Training Activities:</b> Submit reports detailing training sessions conducted, attendance, key learning outcomes, and recommendations for future improvements.</li> <li>➤ <b>Collaborate with Project Team:</b> Coordinate with the project team to align training content with overall project goals and ensure smooth implementation of training activities.</li> <li>➤ <b>Comply with Project Guidelines:</b> Adhere to Rezan Organization’s policies and procedures, ensuring that all training activities meet quality standards and project requirements.</li> </ul>   |
| <p><b>Qualifications and Experience Required</b></p> | <p><b>Qualifications:</b></p> <ul style="list-style-type: none"> <li>➤ Minimum university degree in environmental science, natural resource management, sustainability, or a related field. A master’s degree is preferred.</li> <li>➤ Professional certification or specialized training in environmental mediation, sustainability, or conflict resolution is an advantage.</li> <li>➤ Strong understanding of environmental challenges, sustainable practices, and mediation techniques within community settings.</li> </ul> <p><b>Experience:</b></p> <ul style="list-style-type: none"> <li>➤ At least <b>five years of experience</b> in designing and delivering environmental training programs, with a focus on environmental mediation, challenges, and sustainable practices.</li> <li>➤ Proven experience in <b>developing training materials, manuals, and curriculum</b> tailored to diverse audiences, particularly in community-driven initiatives.</li> <li>➤ Demonstrated experience in mentoring and guiding individuals in designing <b>environmental initiative projects</b>.</li> <li>➤ Prior experience working with NGOs, development organizations, or community-based projects is highly desirable.</li> <li>➤ Experience in facilitating interactive training workshops and group discussions with community members.</li> </ul> <p><b>Skills and Competencies:</b></p> <ul style="list-style-type: none"> <li>➤ Excellent training and facilitation skills, with the ability to engage participants using participatory and interactive methodologies.</li> <li>➤ Strong analytical and problem-solving skills, with the ability to tailor environmental solutions to local contexts.</li> <li>➤ Ability to mentor and guide beneficiaries in designing practical and impactful environmental initiatives.</li> <li>➤ Excellent organizational and time-management skills to ensure effective delivery of training within the allocated timeframe.</li> </ul> |

- Strong written and verbal communication skills in **Arabic** and English is a plus.
- Ability to work independently and meet deadlines while maintaining high-quality training standards.
- Flexible, adaptable, and culturally sensitive with strong interpersonal skills to engage with diverse community members.

**OTHER REQUIREMENTS:**

Rezan Organization upholds high standards in all aspects of Safeguarding and condemns all forms of abuse and exploitation, takes a zero-tolerance approach to all abuse and exploitation against children or vulnerable individuals and seeks to ensure that no-one is exposed to the risk of maltreatment by its representatives. In accordance with organisational policy:

- In view of the nature of this role potentially requiring involvement with vulnerable individuals (including situations where there are potential imbalances of power), you will be required to provide both a self-assessment and formal certificate of previous good conduct.
- Professional references will be requested and taken up for the successful candidate.
- All Rezan Organization's staff are required to sign our Code of Conduct and Child Safeguarding Commitment.

Rezan Organization upholds high standards in Counter Terrorism (COTER) and sanctions regulation compliance. Rezan Organization will conduct a thorough pre-employment background check of successful candidates, including checking through the SDN sanctions lists.

**How to Apply**

**To apply please send your CV to the below email address**  
**[recruitment@rezanorganization.com](mailto:recruitment@rezanorganization.com) with the subject line "Environmental Expert Trainer - خبير بيئي - مدرب"**