



## Kulera REDD+ Local Finance and M&E Manager

**Term: Full-time (subject to securing funding)**

**Location: Lilongwe, Malawi**

The Kulera REDD+ Program in Malawi, initially USAID funded Kulera Biodiversity Project is moving into its third year of operations under the newly formed Kulera REDD+ Entity. In anticipation of program growth in the 3rd year, the program is seeking an experienced Local Finance and M&E Manager. The Kulera REDD+ Entity is the program management entity that receives the majority of its funding through the sale of emission reductions from the REDD+ program and it provides funding to support the activities carried out under the REDD+ Program to reduce deforestation around three key protected areas in Malawi. The entities involved in the governance and who support the implementation of the REDD+ program are the Nyika-Vwaza Community Association (NVA), Nkhotakota Wildlife Reserve Association (NAWIRA) and the Malawi Department of National Parks and Wildlife (DNPW). In addition to the three partners, Terra Global Capital, the leader in forest carbon analytics, advisory and finance, functions as a fiscal manager and marketer of emission reductions for the Program. Total LandCare, a local NGO, provides technical support for implementation of key components of the Program. The Program is seeking to identify qualified Sub-grant and Monitoring and Evaluation Manager to work directly with, managing the financial, operational and reporting requirements of sub-awards to the project partners.

### Responsibilities

#### Finance Responsibilities

- Report to the Local REDD+ Program Manager
- Responsible for managing the financial, operational and reporting requirements of the sub-awards to the Community Associations (NVA and NAWIRA), DNPW and other technical partners.
- Reconcile monthly partner advances and ensure traceability of all expenditures
- Coordinate and execute any necessary financial management trainings
- Troubleshoot questions, concerns regarding processes from partner organizations
- Maintain up-to-date records of any Entity level expenditures and/or assets
- Project management oversight and support for the overall Program
- Prepare quarterly reports for both REDD+ activities as well as Off-The-Grid Solar activities
- Ensure consistent and timely flow of information and data from the field to the Terra Global San Francisco fiscal management team
- Prepare regular reports for internal and external use

#### M&E Responsibilities

- Responsible for coordinating collection of field-based monitoring data for program performance and VCS/CCB verification of the REDD+ Program
- Work with Local Field/Value Chain Coordinator and project partners to set-up and maintain the monitoring processes and procedures necessary to support project verification on an on-going basis
- Overall oversight of the M&E processes undertaken by the DNPW, NVA and NAWIRA
- Coordinate field crews for field surveys and social appraisals
- Work with Local Field/Value Chain Coordinator to compile and report lessons learned amongst community stakeholders
- Coordinate training sessions and discussions with government and communities
- Support proposal development for non-carbon sources of funding.



### Qualifications

- Must be a Malawian National, or have at least 5 years' work experience in Malawi and valid work papers.
- Minimum 5 years of work experience in natural resource management, sustainable agriculture, renewable energy, and/or REDD+ projects
- Must be proficient in Microsoft Office Suite, especially Excel and Word
- Must be familiar with USAID grants, procurement rules and USAID operations in Malawi.
- Experience in implementation of community based projects, REDD+ preferred
- Must have an understanding of field-based activities such as, establishment of woodlots, development of NTPF, small livestock, cookstoves, and small scale solar
- Must be proficient in Microsoft Office Suite, especially Excel and Word.
- Able to work independently and self-manage deadlines and deliverables
- Exceptional verbal/written communication skills, especially working across cultures;
- English **fluency required**.

Interested candidates please send CV, Cover Letter and References to [HR@terraglobalcapital.com](mailto:HR@terraglobalcapital.com) using subject heading "Kulera REDD+ Sub-grant and M&E Manager." Accepting resumes until position is filled.