

**Policy Reviewer and Program Developer - Forest Fire Management**

**Nepal**

*This assignment has been negotiated in good faith with the Partner Organisation, and the information contained was correct at the time of acceptance of the request. However, while we take responsibility for matters under our direct control, all assignments and arrangements are subject to change. This assignment may be amended or withdrawn to reflect changes in circumstances.*

ASSIGNMENT DETAILS			
Assignment title	Policy Reviewer and Program Developer - Forest Fire Management		
Partner Organisation	National Disaster Risk Reduction and Management Authority (NDRRMA)		
Location	Singhadurbar, Kathmandu		
Website of Partner Organisation	<a href="https://bipad.gov.np/en">https://bipad.gov.np/en</a>		
Duration of assignment	3 months	Start date	22/05/2023
Type of assignment	Remote	Australian Organisation	No
Time commitment	Part-time (less than 25 hours per week) (Remote volunteers only)		

**PARTNER ORGANISATION OVERVIEW**

Nepal's National Disaster Risk Reduction and Management Authority (NDRRMA) was established as per Section 10 of the Disaster Risk Reduction and Management Act, 2074 BS. NDRRMA been began operating on 15 December 2019 (2076-08-29 B.S.). According to the Disaster Risk Reduction and Management Act, 2074 BS, there is an arrangement for the National Council for Disaster Risk Reduction and Management to be chaired by the Prime Minister. It formulates national disaster management policies and plans. The arrangement has been made for the NDRRMA to have an executive committee under the chairmanship of the Home Minister. More on <https://bipad.gov.np/en>

# Australian Volunteers Program

## ASSIGNMENT DETAILS

### Assignment overview

NDRRMA has identified fire as one of major disasters faced in Nepal and with climate change, the risk continues to grow (mainly forest fires, industrial fires and fires in high-rise buildings). NDRRMA has formed a task force that includes representatives from a number of ministries and agencies to revise the Forest Fire Management Strategy (2010). The task force has drafted a 'Strategic Forest Fire Risk Reduction and Management Framework 2022-2030' that identifies joint actions from multiple agencies including identifying the roles of provincial and local governments. Further, the NDRRMA has drafted a 'White Paper' on Forest Fire in Nepal. NDRRMA seeks the support of an remote Australian volunteer to review the Strategic Forest Fire Risk Reduction and Management Framework 2022-2030, and to review the 'White Paper' on Forest Fire in Nepal, and to guide on the development of longer term programming that incorporates international best practices.

### Assignment objectives

To review the 'Strategic Forest Fire Risk Reduction and Management Framework 2022-2030'

To review the 'White Paper' on Forest Fire in Nepal

To develop a longer-term program on forest fires that includes international best practice.

To include all people directly affected by the volunteer assignment in the Partner Organisation and community, using strategies that promote: gender equality; inclusion of youth; inclusion of people with a disability; child protection and safeguarding; inclusion of marginalised groups.

### Duties and responsibilities of the volunteer

To provide technical support to finalise the strategic framework

To provide technical support to finalise the white paper

To provide technical support for designing longer-term program development on forest fire management in Nepal

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## Australian Volunteers Program

Selection criteria
Minimum of a Master degree in Natural Resource management / Disaster Risk Reduction
Minimum 2 years of experience in fire investigation (Bush Fire)
Minimum 5 years of experience at management level
Over 10 years of general experience in bush fire management
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Desirable skills, language and experience
Proficiency in English (both speaking and writing)
Prior work experience in Nepal desirable
Good communication skills

<b>Line Manager</b>	Sundar Prasad Sharma, Under Secretary at NDRRMA
<b>Staff Supervision</b>	No
<b>Working relationships</b>	The volunteer will receive a briefing from NDRRMA on overview of its program, assignment expectations, key personnel to be working with the volunteer and their availability, scheduling of periodic online meetings for assignment related discussions between volunteer and NDRRMA team members and preferred online tools for communication.
<b>Hours and days of work</b>	Sunday to Thursday, 10:00am-5:00pm & Friday 10:00am-3:00pm. November 2 to January 30 ,10 am to 4pm from Sunday to Thursday. (Note Sunday is a working day in Nepal).
<b>Leave</b>	All volunteers are entitled to 20 days leave per 12 months, unless advised otherwise. The same conditions and terms as local colleagues apply, including national holidays.
<b>Professional indemnity insurance</b>	<b><i>No - This assignment is not deemed to require professional indemnity insurance</i></b>
(Required for all volunteers who are acting as a medical, allied health or legal professional whilst on assignment.)	The volunteer should consult the partner organisation about the need for professional indemnity insurance for the role prior to departure. Where required and/or considered essential to hold this insurance, please discuss this with the Volunteer Services Manager in Melbourne prior to departure.

### LIVING AS A VOLUNTEER

The Australian Volunteers Program supports volunteers from preparing to go on assignment through to returning home. For a full breakdown of support provided, please visit: <https://www.australianvolunteers.com/volunteering/lifestyle-and-support/>

<b>Living allowance</b>	<b>79 per month</b> The allowance levels are based on the cost of living in the host country location and are listed in \$AUD. Allowances will be reviewed periodically and may increase or decrease.
<b>Accommodation allowance</b>	NA
<b>Language support</b>	Language support is provided during the in-country orientation period. Most often, additional resources for further development later in the assignment will be available if required.
<b>Country profile</b>	Learn more about the host country location by reading the country profile. We encourage

	candidates to research the specific location of this assignment as it will be discussed and addressed with a recruitment officer during the interview process.
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	<a href="https://www.australianvolunteers.com/countries/nepal/">https://www.australianvolunteers.com/countries/nepal/</a>	
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## Australian Volunteers Program

<b>Political or faith-based activities</b>	The Australian Volunteers Program supports partner organisations to achieve their development objectives. It does not engage in or support any evangelical activities and is not linked to any political party. We partner with local faith-based organisations on the basis that the volunteer placement does not engage in evangelising; and participation in activities run by the volunteer is not conditional on conversion or adherence to a particular religious denomination. We also partner with advocacy organisations on the basis that volunteer activities are not in support of a political party or candidate.
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### HOW TO APPLY

All applications must be submitted online through the Australian Volunteers Program website. If you have not already done so, you will need to register on our website prior to applying. For more information about how to apply, please visit:

<https://www.australianvolunteers.com/volunteering/how-it-works>

We actively support and encourage people of all backgrounds and abilities to volunteer internationally, and aim to make the program as accessible and inclusive as possible. The program has a dedicated Indigenous Programs Coordinator to support Aboriginal and/or Torres Strait Islander volunteers, who can be contacted at [indigenouspathways@australianvolunteers.com](mailto:indigenouspathways@australianvolunteers.com). Access and inclusion plans are available for volunteers with disabilities, to ensure their assignments and living and working arrangements are made more

#### Personal circumstances

Due to security, cultural, legal or visa restrictions associated with this location, we ask that applicants disclose:

- If they want their same-sex partner to accompany them on assignment.
- If they want their partner, to whom they are not legally married, to accompany them on assignment.
- If they want their child(ren) to accompany them on assignment.
- If they have a criminal conviction where a criminal conviction may be relevant to the inherent requirements of the assignment.

(Delete any that do not apply)

