



OPPORTUNITY Nº 084/2020: TERM OF REFERENCE (TOR)

Job Title:	Convenor/facilitator
Main contacts:	FAS, GEC Global hub, SDSN-Amazon
Main purpose:	To develop and coordinate activities of the Amazon Green Economy Hub, a joint venture of FAS and the GEC.

Organizations profile:

- [Green Economy Coalition \(GEC\)](#): GEC is the world's largest movement for green and fair economies, organized in an alliance of civil society organisations, trade unions, businesses and campaigners. Its aim is a green economy that benefits people first, especially the poorest, and respects ecological limits, and its diverse and growing membership network has more than 50 organisations, and is tackling some of the biggest challenges of today: extreme poverty, climate change, biodiversity loss, rising inequality, and weak governance.
- [Sustainable Amazon Foundation \(FAS\)](#): Created in 2008, the Sustainable Amazon Foundation (FAS) is a Brazilian-based organization dedicated to conserving the Amazon through improving the quality of life of traditional communities. For over 12 years, FAS has worked in 581 remote communities, benefiting 39,420 people (9,610 families) while conserving 10.9 million hectares. It has invested over USD 85m in social inclusion, grassroots empowerment, relevant education, sustainable supply chains, research and development, inclusive entrepreneurship, digital connectivity and basic health care. FAS has three main programmes: Standing Forest; Education, Health & Citizenship; and Innovative Solutions.

Context and position overview:

The new FAS-GEC *Amazon Hub for Green Economy and Amazon bioeconomy*, based in Manaus, will operate as a joint venture of FAS and the GEC, overseeing MSME-, state-, national- and regional-level activities that will catalyse a sea-change in how Amazon economies are incentivised and run. FAS and GEC – who have been at the heart of progress in inclusive green economies, respectively in the Amazon and internationally – together will create a much-needed convening platform for spurring effective change, acting locally but reaching globally. The Amazon GE Hub facilitator will divide their time equally between supporting FAS in developing green economy action areas, and secondly, developing a hub with a longer term programme, funding and staff. The Hub Convenor reports to both the FAS Director and GEC Global Hub Convenor, and works closely with the GEC global Hub team and other hub leaders. This role is initially for 24 months, but is expected to build a larger, longer term hub with funding secured and team in place.

Key Duties & Responsibilities:

1. Supporting FAS to develop and act on Green economy opportunities

- Help identify GE Policy priority issues and strategic opportunities at state, Brazil and international levels
 - Develop clearer policy and advocacy positions (with GEC global Hub) – building on the GE tracker
 - Represent the Amazon Green Economy Hub, and FAS or GEC by agreement, in key fora
 - Strengthen network relationships
- 2. Develop the Amazon Green Economy Hub with plan, funding and staff**
- Lead the creation of the Hub strategy, and develop its collaborative projects
 - Develop a deep understanding of both FAS and GEC missions, and explore opportunities to meet mutual goals
 - Conduct participatory enquiries and debates with key stakeholders (communities, MSMEs and policy players) to identify issues around which people will willingly act
 - Review state and national policies and key research that pertain to such issues
 - Indicate an initial stakeholder map around issues
 - Manage and deepen the relationships between FAS and GEC
 - Become familiar with the GEC Global Hub team and other relevant Hubs and their work, potentially travelling to London to work with the team, and so becoming capable of faithfully representing the GEC as a whole
 - Ensure good mutual understanding between FAS and GEC of their respective and common missions, activities, and ways of working
 - Input into shared comms products (i.e. FAS / GEC brochure on Amazon)
 - Provide FAS updates relevant for global audiences for GEC website and comms
 - Join comms calls where relevant
 - Draft at least 2 blogs for global audiences on GE / Amazon opportunity and reality in context of GE transition.
 - Develop a funding proposal for the Hub and its activities and help secure funding
 - To identify pipeline funding needs – targeting £1m per year
 - To work with both FAS and GEC global Hub to fundraise.
 - Manage the development of the Amazon GE Hub
 - As fundraising success - Recruit and develop high performing team – ensuring roles and responsibilities are clear and performance high

Qualifications:

A bachelor's degree is required. A master's degree is preferred.

- Work experience (our ideal candidate would have this experience): 5-10 years of progressively responsible experience in strategy and consulting regarding biodiversity, managing green economy & Amazon bioeconomy projects.
- Strong analytical skills, financial modeling experience and the ability to approach tasks in a highly organized, logical and diligent manner.
- Experience in developing international programmes and projects.
- Excellent verbal and written in English and native Portuguese to be an effective communicator among diverse internal and external agendas. Spanish is a plus.
- Strong corporate and commercial network and capacity to generate value through this.
- Skilled in participatory approaches and facilitation of processes.
- Skilled in convene meetings & events
- Excellent knowledge of green economy, Amazon bioeconomy, sustainable development and green impact investments.
- Experience in fundraising for programmes and projects.
- Team leader (assuming post-holder will become eventual Hub leader in the region).
- Ability to work in teams (face to face and virtual).
- Very familiar with the dynamics and realities of (Amazon) forest economy contexts including in (small) business.
- Some track record in working with green-economy type policy processes.
- Willing to travel for work

Location:

Manaus, at FAS' headquarters (after the pandemic period is more controlled).

Application procedure:

Please apply for this position by August 31, via our online application at [the application form \(click here\)](#).

- A thoughtful cover letter explaining why you are the right fit for this role. Also please tell us about your experience working with inclusive economy and Amazon bioeconomy.
- Resume / CV.
- Statement on salary requirements.

Applications will be reviewed as they are received.

Start date:

September 2020. This is a two-years employment opportunity with the strong possibility of extending it depending on funding and performance.