Scope of Work
Program Coordinator/Head Instructor

SUMMARY
The Land Governance Support Activity Project (LGSA), funded by the USAID, is supporting the Geomatics Department located at the Forest Training Institute (FTI) by hiring a Program Coordinator/Head Instructor with program administrative duties and teaching responsibilities.

BACKGROUND AND CONTEXT
LGSA supports the establishment of more effective land governance systems, ready to implement comprehensive reforms to improve equitable access to land and security of tenure, so as to facilitate inclusive sustained growth and development, ensure peace and security, and provide sustainable management of the environment. LGSA interventions will strengthen the policy, legal and regulatory framework for land governance; improve the functionality of land governance institutions; field-test and support phased implementation of key elements of the Land Rights Policy; and strengthen stakeholder engagement in land governance. USAID/Liberia contracted Tetra Tech ARD as the Prime Contractor to implement the LGSA Task Order under the Strengthening Tenure and Resource Rights (STARR) Indefinite Duration/Indefinite Quantity Contract.

As part of its efforts for strengthening land governance in Liberia the USAID Land Governance Support Activity (LGSA), in collaboration with the Forestry Training Institute (FTI), is offering a ten (10) month education program in Geomatics at the FTI in Tubmanburg, Bomi County.

This professional training program has an objective to provide knowledge and skills for professional survey practice, land tenure systems, and technical education in data collection, analysis, processing and interpretation relating to land. Upon graduating from this program, students will be able to bring their knowledge in land surveying and mapping, geo-information science and remote sensing, into the Liberian land sector.

TASKS
As Program Coordinator
1. Program development and implementation
2. Coordination of activities interaction between FTI programs and the Geomatics Program; and
3. Oversee the day to day operations of Geomatics Program.

As Head Instructor the teaching duties will include
1. Teaching topics associated with: geodetic surveys, geodesy, map projections, hydrographic surveys, deformation surveys,

QUALIFICATIONS
The following are the qualifications needed to fill the position of Program Coordinator/Head Instructor of the Geomatics Department:

- **Education**: An Undergraduate Degree in surveying engineering or another field such as civil engineering, mathematics, or science.
• **Professional Affiliation:** A registered member of the Association of Professional Land Surveyors of Liberia

• **Geomatics Related Work Experience:** 5 years of experience in surveying using modern technical equipment, mapping, geographic information system, computer aided drafting.

• **Administrative Experience:** At least 3 years of administrative and management experience in a surveying and mapping institution.

• **Teaching Experience:** 3 Years of teaching experience in mathematics, science, surveying and mapping disciplines.

• **References:** Provide contact information for 3 persons willing to provide references.

**GENDER CONSIDERATIONS**

All tasks under this SOW will be implemented in a manner consistent with USAID’s Gender Equality and Female Empowerment Policy (http://www.usaid.gov/sites/default/files/documents/1860/1-Gender_Equality_and_Female_Empowerment_Policy_2012.pdf), and LGSA’s Gender Strategy, including addressing gender issues within any associated work plans, quarterly reports, and monitoring and evaluation.

**ENVIRONMENTAL COMPLIANCE**

All tasks under this SOW will be implemented in a manner designed to result in no adverse effects on the environment, and in compliance with LGSA’s Environmental Monitoring and Mitigation Plan (EMMP).

**SCHEDULE**

The anticipated schedule for these activities is 10 months beginning October 2018 ending July 2019.

**LEVEL OF EFFORT**

The anticipated level of effort under this SOW is Monday-Friday (5 days a week)

**Duty Station**

Tubmanburg, Bomi County

Application Deadline: November 9th, 2018 at 4:00pm (Late Applications will not be considered)

Instructions: Applicants should email a cover letter, current CV, and a list of at least 3 professional references including name, contract information, and statement of relationship to the reference to liberalialgsaopportunities@gmail.com. Please include the position name in the subject line of your email.