



Mama Graon – Vanuatu Land Program

The Mama Graon – Vanuatu Land Program is a strategic Government of Vanuatu long term initiative aimed at improving decision making, making land more transparent, improving land management procedures and practices, and in doing so minimising the potential for land conflict. The initiative is being supported by the Australian Government's Overseas Aid Agency (AusAID) and the New Zealand Government.

Land Equity International (LEI) has been contracted to support the Government of Vanuatu in the implementation of the Program. LEI and the Ministry of Lands, a Program partner, are seeking a suitable applicant for the position of **National Training Adviser**.

The National Training Specialist shall be based in Port Vila at the offices of the Customary Land Tribunal Unit for the duration of the assignment. Visits to other provinces may be required. The National Training Specialist shall work with the staff of the Customary Land Tribunal Office, the Malvatumauri, national counterparts and also work in close coordination with other international and national advisers.

The National Training Specialist will be required to work closely with the International Training Adviser if a person is recruited to support training initiatives throughout the Program.

Please submit with your application:

- ◆ **“Application Form for Adviser Position”** with all sections completed
- ◆ A **covering letter** (no more than 2 pages). The letter must outline your suitability for the position against the terms of reference and must demonstrate your understanding of the requirements of the position. **Please note that the covering letter will be used by the selection panel as part of the assessment process.**
- ◆ Your **Curriculum Vitae**

Applications are due by the close of business (Vanuatu time) on Friday 27 January 2012. Digital applications can be submitted to ititek@landequity.com.au

Hard copy applications should be forwarded to the Program Director, Mama Graon Program – Vanuatu Land Program, Department of Lands, PMB 9090, PORT VILA or hand delivered to the Program Director, Department of Lands.

Please note that in line with LEI's Child Protection Policy, applicants *may* be subject to child-safe recruitment processes, including criminal record checks prior to engagement, targeted interview questions and verbal referee checks. The preferred candidate will be required to sign LEI's Code of Conduct (Including Part B – Child Protection) before engagement and The Program Fraud Control Strategy. A copy of the LEI Code of Conduct and Program Fraud Control Strategy can be found on the LEI website:

http://www.landequity.com.au/consulting_opportunities.htm

If you have any questions or require further information regarding this position, please contact Irene Titek at ititek@landequity.com.au , Tel + (678) 29883.

Chris Lunnay
Program Director
Land Equity International

Land Equity International Pty Limited
Mama Graon – Vanuatu Land Program

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TERMS OF REFERENCE

NATIONAL TRAINING ADVISER (12 months)

Background

The Mama Graon – Vanuatu Land Program is a strategic Government of Vanuatu long term initiative aimed at ensuring:

All Vanuatu people prosper from the equitable and sustainable development of their land, while ensuring stability and securing the heritage for future generations.

The program builds on the National Land Summit (September 2006) which was organized by the government on the initiative of the National Council of Chiefs and the Vanuatu Cultural Centre with broad participation from different social groups and commercial interests. Following on from the Summit the Government of Vanuatu requested Australian and New Zealand assistance to support the implementation of recommendations from the Summit and to support land reforms in Vanuatu.

Guided by the Government of Vanuatu Land Sector Framework, AusAID and the New Zealand Government have harmonised their development assistance to the land sector in Vanuatu through the Mama Graon – Vanuatu Land Program which is the first 5 year phase of a longer term program. Oversight of the framework will occur through a multi-stakeholder Vanuatu Land Governance Committee.

The Australian and New Zealand Governments provide funding support for the Vanuatu Land Program under its umbrella agreement and contracted a Managing Contractor (MC), Land Equity International (LEI) in December 2010 for the first 5 years of the Program. The program management is the responsibility of LEI.

The purpose of the Vanuatu Land Program is to improve decision making, make it more transparent, and improve land management procedures and practices, and in doing so minimise the potential for conflict. This will primarily be achieved by undertaking capacity development of:

- (a) Vanuatu Land Governance Committee;
- (b) Malvatumauri National Council of Chiefs;
- (c) Customary land Unit; and
- (d) Land Registry and Information Services.

The Program Goal and Purpose

The Goal of the Mama Graon – Vanuatu Land Program is:

All Vanuatu people prosper from the equitable and sustainable development of their land, while ensuring stability and securing the heritage for future generations.

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to improve decision making, make it more transparent, and improve land management procedures and practices, and in doing so minimise the potential for conflict. This will primarily be achieved by undertaking capacity development of:

- (e) Vanuatu Land Governance Committee;

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- (f) Malvatumauri National Council of Chiefs;
- (g) Customary land Unit; and
- (h) Land Registry and Information Services.

Description of the Program

The Program Component Descriptions are as follows:

Mama Graon – Vanuatu Land Program Program Component Descriptions	
PART A	
Objective A – 1	Informed Collective Decisions by Customary Landholders
Objective A – 2	Participatory Land Governance
Objective A – 3	Effective and Enabling Services
PART B	
Objective B – 1	A strengthened Customary Lands Tribunal consistent with the GoV's national plans
Objective B – 2	A Land Information Management system that meets current and future needs and supports economic development
PART C	
Objective C - 1	Effective consultation and coordination between stakeholders of the Vanuatu Land Program
Objective C - 2	Effective and efficient management of all resources provided to deliver services including personnel, funds, services and equipment
Objective C - 3	Effective and efficient reporting and monitoring and evaluation of Program activities and deliverables
Objective C - 4	Identification and management of risks to the Program in order to minimise their impacts on the achievements of Program Goals and Objectives

TA Team

The TA team of Advisers is complemented by an administrative support group based in Port Vila. All advisers have individual terms of reference and are responsible for the scope of work in their TOR's. Advisers shall work closely with counterparts and government staff to support activities that will assist with capacity building, encourage continual improvement, knowledge transfer and building sustainability.

The approach at all times will provide the Program with best practice, a safe working situation and be Gender sensitive. Advisers shall develop and maintain a work plan and have regular review meetings with counterparts on progress, issues and changes to the plan.

A monthly report will be submitted to the Program Director on the first working day of each month. It shall summarise the highlights in progress, the main activities and the main issues with any recommendations and should be no more than two pages in length. The monthly report is to also highlight activities that have been undertaken to assist with capacity building, encourage continual improvement, knowledge transfer and building sustainability. At any other time and at the discretion of the adviser reports on issues and progress may be sent to the Program Director. The monthly report shall be furnished in parallel to the

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counterpart and the Program Director. The adviser will follow up with the counterpart for discussion and signing off by the counterpart.

Inputs into the Program quarterly reports and the annual planning process shall likewise be required, summarizing progress, main activities and main issues viz-a-viz approved work plans.

Reporting Arrangements:

For contractual matters the National Training Specialist will be responsible to the Program Director. For daily operational activities the National Training Specialist will be responsible to the Acting Coordinator Customary Lands Officer.

Working Arrangements:

The National Training Specialist shall be based in Port Vila at the offices of the Customary Land Tribunal Unit for the duration of the assignment. Visits to other provinces may be required. The National Training Specialist shall work with the staff of the Customary Land Tribunal Office, the Malvatumauri, national counterparts and also work in close coordination with other international and national advisers.

The National Training Specialist will be required to work closely with the International Training Adviser if a person is recruited to support training initiatives throughout the Program.

Tasks:

The National Training Specialist will provide input to Objectives A1 and B 1 and in particular will undertake the following;

- (a) Identify specific training needs of the Malvatumauri, CLTU and the Chiefs, aimed at improving activities such as strengthening and improving customary decision making, the operations of the customary land tribunals and mediation activities. A specific focus on training programs should be to ensure that programs are developed that meet the specific requirements of the Chief's ;
- (b) Review the current training material available in the CLTU and assess its suitability and amend as necessary;
- (c) Support the Malvatumauri and the CLTU with the development of training courses and training material taking into consideration the varying degrees of literacy and levels of education of the recipients;
- (d) Undertake an assessment of the options available to support the delivery of training programs such as using the Vanuatu Institute of Technology or the Government Training Centre, and develop approaches that could support the building of capacity in selected organisations to provide on-going training support to the Malvatumauri and the CLTU;
- (e) Assess the specific training needs of the staff of the Malvatumauri and the CLTU and develop a staff training program;
- (f) Prepare a program for the on-going delivery of training programs;
- (g) Support the delivery of training on the Customary Land Tribunal to non-tribunal members such as Area Council secretaries, government officials, NGOs etc.;
- (h) Support the delivery of general training courses as required, which may require delivering training in the provinces.

Deliverables:

The adviser will be responsible for providing the following deliverables:

- Training material for agreed training courses;

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- A program for the ongoing delivery of training courses.

Note that dependent upon the changing demands these deliverables may change.

Qualifications, Experience and Attributes:

- Qualification in an appropriate discipline (e.g., HRD, Organisational Development, Education, Training & Development, Public Administration);
- Preferably more than 5 years' experience in developing and delivering Learning and Development programs, in implementing trainer of trainers programs and in writing contextualised skills based training curricula;
- An understanding of customary practices in Vanuatu would be an advantage;
- Excellent written and spoken communication skills and an ability to deliver clear, concise, written briefs and reports;
- Good organizational, team work and interpersonal skills and be able to review and analyse outcomes;
- Sensitive to different ethnic value systems and communication differences;
- Must have a participatory and consultative approach;
- Ability to deliver clear, concise, written briefs and reports;
- Be able to respond to changing demands;
- Bislama is essential.