

## **COMMUNITY DEVELOPMENT COORDINATOR**

### **Terms of Reference**

#### **ABOUT US**

Roatan island is located inside a Marine Protect Area (MAR) called the Bay Island Nacional Marine Park (BINMP). Roatan Marine Park (RMP) is a Non-Profit Organization, founded in 2005, since then RMP has led efforts to protect Roatan's reef and associated ecosystems.

#### **DESCRIPTION**

Promoting community development is a complex task, which requires a multidisciplinary approach and the use of participatory methods, aiming to enhance awareness, capacity building and the mobilization of available resources. This way people are empowered and become leaders of their own initiatives in response to their prior needs and motivations. To achieve this, RMP considers networking to be key, thus we pursue collaboration with authorities, private sector, and donors at local and international level.

The Roatan Marine Park's Community Development Coordinator works as liaison between the Roatan Marine Park and local communities of Roatan to educate and offer assistance to the residents and help identify, create, and develop economic alternatives for those communities with a focus on natural, marine and cultural resources.

**REPORTS TO:** Social Program Coordinator

#### **LOCATION**

The position is based in Roatan, Honduras with regular local, regional, and international travel.

#### **AREAS OF RESPONSIBILITY:**

1. Develop a data base of leaders and community organizations, and keep it updated.
2. Coordinate and implement community and economic development projects.

3. Collaborate with other NGOs and governmental bodies serving Roatan to identify and implement priority community development projects.
4. Organize meetings, trainings and workshops for community members, organizations and leaders to identify potential economic alternatives related to environmental conservation.
5. Create projects and find potential funding.
6. Organize meetings, trainings and workshops for community members, organizations and leaders aiming to identify and develop initiatives and projects, such as community-based tourism.
7. Provide technical support for community based touristic initiatives.
8. Develop workshops about Responsible Seafood Guide for fisherman and community restaurants.
9. Promote responsible environmental practices amongst community-based business.
10. Promote networking and strategic alliances between community based touristic initiatives and the private sector (tour operators, hotels, ports, parks, etc.) promoting sustainable and inclusive activities and projects.
11. Serve as liaison, as needed, on boards, meetings and events and to build relationships with individuals and businesses in smaller communities across Roatan to learn about potential projects ideas.
12. Visit stakeholders to deliver presentations on specific marine topics and/or general marine conservation information (what RMP does, why it is important, debriefing after field trip, etc.) as well as sustainable practices and to develop activities to complement the presentation.
13. Develop and follow up the Protect Our Pride scholarship program (such as divers and tour guides).
14. Conduct workshops with communities to generate ideas and initiatives that will engage the community and help construct a vision on what they can do along with Roatan Marine Park to minimize negative impact on the reef.
15. Provide necessary follow-up and support to the Corozal Bee Project.
16. Respond to requests from community-based organizations for presentations and to keep them informed of the availability of these presentations.
17. Collaborate with the private sector on how to integrate members of the local communities into their staff and be a more sustainable business.
18. Coordinate with other Roatan Marine Park staff member's presentations on a specific area of expertise that are needed or been requested.
19. Coordinate with Roatan Marine Park staff to maintain and update social media for Roatan Marine Park (Facebook, Instagram, and others).
20. Prepare monthly, annual reports and other documentation to inform the Social Programs Coordinator and Executive Director of challenges and achievements.

## QUALIFICATIONS AND EXPERIENCE

- ✓ Bachelor's degree, with a background in Social Science/Eco tourism/Social development or related fields.
- ✓ Must be fluent in written and spoken English and Spanish.
- ✓ Must be able to prepare and write technical reports for supervisors and donors.
- ✓ Must be a Honduran citizen or resident authorized to work in the country.
- ✓ Must be able to effectively communicate and deliver presentations to persons of different ages, cultures and levels of education.
- ✓ At least 2 years of experience in community development processes.
- ✓ Experience working with non-governmental organizations.
- ✓ Must be able to commit to at least 2 years
- ✓ Driver's license, preferably.

## PERSONALITY TRAITS

- ✓ He/she must be outgoing and comfortable working with community members of Roatan island and able to effectively communicate with people of diverse cultural backgrounds.
- ✓ He/she must be outgoing and comfortable working with business owners and managers.
- ✓ Must be able to walk into unfamiliar situations and effectively build relationships.
- ✓ Must be passionate and able to argue for the cause.
- ✓ Must have excellent communication skills and be able to deliver the conservation message of RMP.
- ✓ Must be able to work up long hours on days when needed as well as be available after hours for Roatan Marine Park events and emergencies.
- ✓ Be a team player.
- ✓ Understanding of the community and various target audiences of Roatan Island.

## DURATION OF SERVICE:

Permanent position, including an initial 2 months' trial period. Expected to work office hours with "out of office hours" when required for reporting or events. Some travel may be necessary to work alongside grant donors or attend training programs and conferences.

Expected time to start: **As soon as possible.**

**SELECTION CRITERIA:**

Main criteria will be on qualifications, experience, and personal profile.

2 References are required.

**To apply please email your CV and cover letter, including salary expectation:**

[dianaf@roatanmarinepark.org](mailto:dianaf@roatanmarinepark.org)

**\*Deadline to apply: 31<sup>st</sup> of July 2023**