



TERMS OF REFERENCE

- A. Job title:** Forestry/Non-Timber Forest Products (NTFP) Expert for Strengthening the Institutional and Organizational Framework for Sustainable Non-Timber Forest Products (NTFP) Harvesting and Trade
- B. Type of position:** International consultant
- C. Duty Station:** Home based/Podgorica, Montenegro
- D. Contract type:** Individual Contract
- E. Duration of appointment:** 20 working days (a day will be calculated as 8 hours and could be prorated to the hours worked) in the period 2 March 2026 –31 October 2026
- F. Deadline for application:** 16 February 2026, 12:00h

I Background

The project “Biodiversity Mainstreaming into Sectoral Policies and Practices and Strengthen Protection of Biodiversity Hot-spots in Montenegro” is geographically focused on the Key Biodiversity Areas (KBAs) of Montenegro and includes various types of interventions and involves both ecosystem protection and work with production sectors, such as tourism, agriculture, and forestry.

Component 1 of the proposed project deals with the management constraints associated with the Protected Areas (PA's) estate and unprotected biodiversity hot-spots. The project provides for the improved management of the pilot PA's in order to ensure compliance with the international requirements for the protection of valuable biodiversity within the KBAs and other international biodiversity hot-spots. Through spatial planning instruments, the project promotes concrete solutions for valuable and threatened biodiversity conservation outside the PA's.

The Component 2 targets the productive landscape outside PA's and in the vicinity of KBA's, where the project addresses the sectoral threats to biodiversity via mainstreaming biodiversity-friendly practices and adjust the sectoral development scenarios for tourism, agriculture and forestry to take into account the potential impact on biodiversity.

The tasks outlined in this ToR fall under *Component 2, Output 4.1. Output 4.1: Best-practice standards for mainstreaming biodiversity-friendly forestry practices have been developed*, aiming to revitalise the NTFP sector through support for the creation of an NTFP harvesters association, capacity-building programs, and policy recommendations for sustainable forest product management in Montenegro.



- A set of documented, evidence-based guidelines that define sustainable harvesting methods and management practices, integrating biodiversity and climate resilience considerations. The guidelines will be designed for use by harvesters, associations, and forest management authorities;
- Support the design and delivery of one capacity building event conducted on sustainable harvesting practices delivered in person for the duration of at least 2 days for at least 15 harvesters;
- Support the design and delivery of one capacity building event on product development, value addition and marketing delivered in person for the duration of at least 1 day for at least 15 stakeholders;
- Documentation of technical support provided for establishing and operationalizing the NTFP harvesters' association;
- Completed draft protocol developed in consultation with relevant institutions and companies, mandating the employment of trained and certified NTFP harvesters in commercial operations;
- Inputs to the Natural Resources Policy Expert's final project report, providing technical analysis, findings, and recommendations related to sustainable NTFP harvesting, association management, and policy integration;
- Final report documenting the process and lessons learned with practical recommendations for strengthening the governance, sustainability, and inclusiveness of the NTFP sector.

V Competencies:

- Demonstrates integrity and ethics and a commitment to transparency and accountability in all professional activities;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability, ensuring inclusive and respectful engagement with all stakeholders;
- Approaches work with energy, positive and constructive attitude;
- Demonstrates the ability to manage complexities and resolve conflicts constructively;
- Strong organizational and time management skills, with the ability to prioritize tasks and meet tight deadlines while maintaining high-quality outputs;
- Ability to provide constructive input;
- Responds positively and constructively to feedback and demonstrates a willingness to adapt and improve;
- Ability to work independently and in a team, fostering collaboration and mutual support;
- Excellent analytical, report-writing and presentation skills, with the ability to communicate complex findings clearly and effectively to diverse audiences;
- Fluency in English language local language and working knowledge of Montenegrin (writing, speaking and reading) is a strong advantage.



The Project Implementation Unit reserves the right to request additional documentation and/or to schedule a written test for candidates, should they deem necessary for the evaluation process.

Term of reference approved by:

Name and title: Zoran Dabetić, National Project Director

Signature: A handwritten signature in blue ink, appearing to read "Zoran Dabetić".

Date: 21 January 2026