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|  | Terms of Reference for IUCN Consultancy |

**Title: Tutorial (online course) on communities and protected areas (French or English)**

**Objective of the Consultancy**

This consultancy has the following objective(s):

1. Prepare the content of an online course on the role of communities in nature conservation, with a focus on protected and conserved areas (in French or English).
2. Provide the relevant material to illustrate the course that will be put online (script, content for animations and presentations etc.).
3. Provide adequate readings and course supports to allow a better understanding of this topic.
4. Propose a set of quiz and exam questions to assess the level of understanding of the students once they have finished the course.

**Background**

Project Reference: IUCN Project Number P04398

Donor reference: FFEM (French GEF)

***About IUCN***

IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together.

Created in 1948, IUCN is now the world’s largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,400 Member organisations and around 15,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards.

IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous people organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.

Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve people’s well-being. More on [www.iucn.org](http://www.iucn.org)

***About the Project***

The project’s overall goal is to improve the management and governance of African protected areas and OECMs, so that their contribution to biodiversity preservation can be strengthened over time. To do so, the project intends to create, reinforce and implement a set of adaptive tools aiming at developing capacities of all actors having a direct or indirect influence over these conservation areas:

1 – Build or strengthen capacities of stakeholders directly involved in protected area/OECM management (managers, field agents, guards, task officers, ecologists, guides…). This will mainly be carried out through onsite trainings (Masters and University Diploma), the promotion of the Essentials, the development of new technical and more specific courses online (Learning Tools) and by organising immersive internships and apprenticeships for and with managers of such territories.

2 – Inform and train people with indirect influence over these areas (local communities, citizens, researchers, employees of other industries, tourism sector; other administrations…). This mainly relies on existing or future online courses (MOOCs) – three new ones are to come.

3 – Raise awareness among children and provide useful tools to their teachers and environmental educators. This will be done through the progressive development of the youth-conservation platform and the topical modules it covers.

The consultant is expected to contribute to points 1 and 2, by providing additional materials for online courses. More on [www.mooc-conservation.org](http://www.mooc-conservation.org)

**Description of the Assignment**

The consultant will first get familiar with the tutorials on [www.mooc-conservation.org](http://www.mooc-conservation.org), their structure and organization, the way the course is organized, and the exams are developed.

Then, he/she will develop a syllabus plan that can be turn into a *tutorial* (specific course format on MOOC Conservation), covering the topic. The main questions to cover are: *what are the communities involved in nature conservation? What are their roles? What problems or opportunities may they present? How to involve them? How do we assess the quality of the relationship? Etc.* To prepare this plan, the consultant will liaise with IUCN-Papaco to ensure that he/she covers the topics as expected, taking into account the other courses that are already online.

After validation of this plan by IUCN-Papaco, he/she will develop the content of each part of the course, adapting each content to the format it will take on the platform: animation, text, graph or drawings, etc. A tutorial should present in a simple and enjoyable manner the content and the course content should not exceed 40 pages in Word, Times New Roman, size 11. Again, this draft will be developed with regular consultation with IUCN-Papaco to ensure it responds to the requirements of the platform.

Once this content has been approved by IUCN-Papaco, the consultant will prepare related quiz and exams. He/she will also share a list of readings and resources that will help the learner go deeper into the subject.

**Max bid for the assignment:** 10 000 € (can be discussed based on skillset range)

**Duration of the Assignment**

First semester 2025, exact dates to be determined in contract and based on availabilities of chosen consultant.

**Deliverables and Activities**

The consultant will provide the following deliverables and carry out the following activities:

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| **Deliverable** | **Description** | **Deadline** |
| Deliverable 1 | Course syllabus | 15 days after signature of the contract |
| Deliverable 2 | Draft of the content | One month after contract signature |
| Deliverable 3 | Content finalized | 6 weeks after contract signature |
| Deliverable 4 | Quiz, exams and illustrative material | Two months after signature of the contract – End of the consultancy |

**Payment Schedule**

The Timetable below summarises the chronological order of deliverables and indicates milestones at which IUCN will pay the Consultant.

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| **Deliverable** | **Milestone payment** |
| Deliverable 2 approved | 60% |
| Deliverable 4 approved | 40% |
| *OR (if consultant agrees), when deliverable 4 approved only* | *100%* |

**Skills and Experience**

The consultant must have the following skills, education and experience as a minimum:

***Education and Work Experience:***

Master’s degree in ecology, sociology or Nature conservation from accredited institution, or equivalent experience. Deep knowledge of the reality of nature conservation and the relationships with people in or around protected areas (if possible, in Africa) and excellent existing network of partners in this field. Ability to prepare, oversee and deliver courses on nature conservation both online and onsite would be an asset.

***Technical competencies:***

Ground knowledge of protected areas management and governance, nature conservation methods and existing local communities. Ability to use creative and collaborative tools to develop courses content, such as Canva. Excellent writing and editing skills in French and/or in English. Experience operating a LMS (OpenEdx) would be an asset.

***Functional competencies:***

Curiosity and high interest in Nature conservation related matters. High standards of written communication skills. Enthusiasm, creativity, commitment and passion for high quality work and results delivery. Autonomy, and able to work independently.

**Supervision and coordination**

The consultant will report to and work under the supervision of Geoffroy Mauvais, IUCN-Papaco coordinator, and will maintain contact with Madeleine Vosloo, IUCN-Papaco Communication and program Officer for any technical question related to the platform.