

SIERRA LEONE CIVIL SERVICE

JOB DESCRIPTION

Forest Education Officer

JOB DETAILS

Job Title: Forest Education Officer

Supervisor/Manager Title: Assistant Director,
Community Forestry

MDA: Ministry of Agriculture and Forestry

Unit/Division/Directorate: Forestry Directorate

Grade: 7

Job Summary

The jobholder is responsible for assisting in the design and implementation of forest management programmes to create awareness in the communities.

Key Duties

Duty responsibility	Estimated percentage of time (%)
Liaise and conduct research with other researchers on forest estate for informed decision making.	20%
Provide sensitisation and awareness raising programmes on sustainable forest management.	30%
Facilitate training, seminars and workshops for Staff and forest edge communities.	20%
Prepare and submit forestry journals and reports on sustainable forestry management activities.	15%
Collaborate with local authorities in implementation of forest education programmes.	15%

Occasional duties

The jobholder may be required to:

- Attend meetings, workshops, seminar, trainings etc.
- Perform any other official duties assigned

Judgement and Decision-Making

The jobholder may be required to provide recommendations on routine operational matters.

Educational Requirements

A minimum of Bachelor's Degree in Forestry, WoodScience, Wildlife, Agriculture General or related field from a recognized University.

Related Job Experience/Qualifications

Entry Level

Competencies/skills

- Basic knowledge of existing policies, rules and regulations related to forest and biodiversity;
- Excellent Oral & Written Communication skills;
- Interpersonal skills;
- Facilitation skills;
- People management skills;
- Computer skills;
- Language skills.

Work environment

The job is mostly an outdoor based role with minor exposure to hazards and moderate physical demands such as prolonged use of computer. There will be infrequent requirement to start early or work late as well as unplanned weekends.

