

Terms of Reference Job Description

Post title:	National Investment Specialist (2 POSITIONS)
Project title:	GEF GOLD Mongolia-Philippines: "Contribution toward the elimination of mercury in the artisanal and small-scale gold mining (ASGM) sector: from miners to refiners"
Duration:	60 months (Full-time, Approx. 37.5 hours/week)
Expected Start Date	April 15, 2019
Duty station:	1 in Ulaanbaatar (MONGOLIA) & 1 in Manila (PHILIPPINES)
Salary:	Will be determined by experience and qualifications and paid in local currency.
Application Deadline	Open until filled

BACKGROUND:

Organizational context

Based in Victoria, Canada, the Artisanal Gold Council (AGC) is a not-for-profit organization dedicated to improving the working conditions, opportunities, environment and health of the millions of people involved in Artisanal and Small-Scale Gold Mining (ASGM) in the developing world. The AGC helps to improve the global gold sector by promoting better practices in ASGM through technology transfer, policy development and awareness raising. The AGC consists of a core staff, associates and a council of experts (Board of Directors) in areas of ASGM, economics, sustainable development, social responsibility, human and environmental health, and gold production and extraction. For more information about the AGC and its projects, please visit www.artisanalgold.org.

Project description

The Global Environmental Facility (GEF)-supported program "Global Opportunities for the Long-term Development (GOLD)" of the ASGM sector has been designed to address the key issues linked to continued mercury use and to provide sustainable development opportunities for the communities involved.

The objective of this project is to contribute towards the elimination of mercury in the ASGM sector by applying a supply chain approach from the miners to refiners. The project has four components. UN Environment is implementing Components 1, 2 and 4 on (i) formalization, (ii) finance and market access, and (iv) knowledge management, respectively, while UNIDO is responsible for Component 3 (iii) technology transfer.

The project is expected to demonstrate: (1) government incentives to formalize the ASGM sector in Mongolia and Philippines are increasingly adopted by miners, (2) national governments guiding the creation of ASGM fund to allow miners to invest in mercury-free technologies and access responsible gold markets; miners are able to sell their gold directly into a transparent supply chain, (3) reduced mercury releases by the ASGM sector in both countries, and (4) ASGM communities and government agreeing on an approach to reach all ASGM communities in each country.

MAIN DUTIES AND EXPECTED OUTPUTS/OUTCOMES:

The National Investment Specialist will be the ambassador of the products/s in their charge in effect serving as a technically versed extension of the project team. As such the National Investment Specialist will work closely with the Finance Specialists, consultant relations, ASGM chain supply expert and both internal and external distribution channels.

Main Duty	Output	Timing
Supporting the planning, implementation, and execution of product knowledge management and communications plans within the project countries	Plans executed	Ongoing
Working closely with Finance Team and National Communications Officer to populate and organize knowledge of investment products	Knowledge management system populated	Ongoing
Supporting the creation and distribution of clear, concise marketing collateral, research papers, newsletters, and other program materials	Project marketing complete	Ongoing
Building and maintaining project-relevant contact lists	List created	Ongoing
Supporting translation requirements, liaising to ensure timely and high-quality translation of all materials	Materials translated	Ongoing
Communicating with in-country partners, stakeholders, government officials, and others	Successful communication with project partners	Ongoing

REPORTING:

Regular calls will be organized among the National Project Team members and stakeholders and, if needed, other AGC staff to ensure that the activities are undertaken in a satisfactory, timely and cost-effective manner. The National Investment Specialist is expected to contribute to related reporting as needed.

QUALIFICATIONS:

- Minimum 5 years of industry experience with focus on Gold Investments.
- Strong academic credentials with solid quantitative focus, including a degree in Finance, Economics or related fields.
- Willing and able to travel to project sites
- Able to thrive when working remotely, possess strategies for maintaining connections with team
- Excellent writing skills
- Self-motivated; motivated by goals and objectives

LANGUAGES:

- Fluency in written and spoken English is required.
- Knowledge of other local languages is required.

To apply to this position please send a cover letter and resume, in English, stating the job title in the subject line, to careers@artisanalgold.org.