

USAID End Wildlife Crime

Statement of Work

Position Title: Wildlife Crime Training and Investigation Specialist to develop Guidelines/Toolkit

Period of Performance: September to January 2024

Estimated Level of Effort: 40-45 days

Project Description

The purpose of the U.S. Agency for International Development's (USAID) End Wildlife Crime (EWC) activity is to conserve biodiversity and strengthen rules-based order by building on the long history of USAID Regional Development Mission for Asia (RDMA) in counter wildlife trafficking (CWT) through partnerships with regional organizations such as ASEAN and its affiliate bodies and agencies, governments, the private sector, and civil society. It is a five-year program being led by RTI in collaboration with the International Fund for Animal Welfare (IFAW), Regional Community Forestry Training Center (RECOFTC), Wildlife Trade Monitoring Network (TRAFFIC) and World Wide Fund for Nature (WWF). The geographic scope encompasses Asia with a primary focus on China, Cambodia, Indonesia, Lao PDR, Myanmar, the Philippines, Thailand, and Vietnam.

Position Description

To support the development of standardized regional approaches to CWT training and coordination of law enforcement and the judiciary, and more broadly ensuring that law enforcement, adjudication, and policymaking systems are improved across the region, RTI is seeking a Wildlife Crime Training and Investigation Specialist to develop Guidelines/Toolkit with a solid understanding of criminal justice systems, including law enforcement agencies, legal frameworks, and investigative procedures related to wildlife trafficking. In addition to a strong awareness and familiarity of the various national, regional, and international bodies, agencies and organizations involved in combating wildlife trafficking including their roles and mandates, the consultant must also have proven experience in developing and delivering CWT capacity building initiatives including an understanding of different approaches, models, and techniques.

Working closely with consortium partners and relevant criminal justice stakeholders, the consultant will be responsible for researching and documenting best practice CWT training as well as wildlife crime investigation models that have proven to be effective. In this context criminal justice stakeholders includes, but is not limited to, forestry officials, rangers, CITES officers, customs, police, prosecutors, judges, tax inspectors, and anti-money laundering officers.

The consultant will also be required to establish the minimal foundational knowledge/skills requirements for criminal justice stakeholders to effectively combat wildlife trafficking. This will involve conducting desktop research and engaging in extensive consultations including interviews/meetings with national level agencies in EWC focus countries; regional bodies and agencies such as ASEANAPOL; World Customs Organization; International Criminal Police Organization (INTERPOL), ASEAN Working Group on CITES and Wildlife Enforcement; intergovernmental organizations such UNODC and UNEP; NGOs including Freeland, Wildlife Conservation Society, Environmental Investigation Agency, Wildlife Justice Commission, as well as U.S. Government agencies such as International Law Enforcement

Academy (ILEA), Federal Law Enforcement Training Centers (FLETC), U.S. Fish and Wildlife Service, U.S. Department of Justice, and Homeland Security Investigations.

In undertaking this work, the consultant will collaborate closely with Adult Learning and Training Enhancement Consultant who will be hired separately to develop targeted recommendations on how to apply adult learning principles to enhance the effectiveness of counter wildlife trafficking training and capacity building initiatives which will be integrated into this assignment. The consultant will also collaborate with the Criminal Justice Training and Coordination Consultant hired to draft a regional strategy on counter wildlife trafficking training and coordination to enhance capacity building, foster collaboration, and facilitate the sharing of knowledge and resources to ensure that the findings are referenced and integrated as appropriate.

The consultant should ideally be based in Bangkok, Thailand to facilitate working in close collaboration with the EWC program team, as well as relevant partners and counterparts. The consultant will report to the USAID EWC Chief of Party and Law Enforcement Lead, and work alongside the Criminal Justice Capacity Coordinator and the Training and Capacity Building Specialist.

Objectives

The objective of this assignment is to create a comprehensive, evidence-based framework, including best practice models, minimum knowledge standards, and adult learning principles, to enhance the effectiveness and consistency of regional training programs, equipping stakeholders with the skills and knowledge to combat wildlife trafficking, promote regional collaboration, and ensure a cohesive response to wildlife crime through adaptable and actionable guidelines and toolkit.

Key Tasks

- Develop a detailed list of the key stakeholders that will be consulted for the assignment through interviews, meetings, surveys, questionnaires, and focus group discussions.
- Through a process of consultation with key stakeholders identified, develop comprehensive guidelines that cover the following:
 - Conduct a comprehensive review and analysis of existing CWT and wildlife crime related training programs including developing criteria for assessing and determining how each program might meet best practice standards and model approaches.
 - Identify and document best practice models in wildlife trafficking investigations and enforcement across ASEAN and around the world including a detailed commentary on what might be needed to adapt these models to the regional context.
 - Establish the essential foundational knowledge and skills required for criminal justice stakeholders to effectively combat wildlife trafficking. This will include, but not be limited to, forestry officials, rangers, CITES officers, customs, police, prosecutors, judges, tax inspectors, and anti-money laundering officers.
- Develop a practical toolkit that outlines the resources, tools, and templates, including how to access them, aimed needed by criminal justice stakeholders for executing effective training programs and conducting robust wildlife crime investigations.
- Prepare a comprehensive report which combines guidelines and toolkit as well as integrated the findings and recommendations on how to apply adult learning principles to enhance the effectiveness of counter wildlife trafficking training and capacity building initiatives.

- Support the organization of a stakeholder meeting to present and discuss the key findings of the assignment and update the report based on feedback.

Deliverables

- Stakeholder consultation plan outlining the key agencies and individuals the consultant plans to engage with and a consultation protocol/approach and questionnaire.
- A review meeting of findings and presentation of report and toolkit outline with Chief of Party, Law Enforcement Lead and other USAID EWC team members as determined prior to drafting of comprehensive report and toolkit.
- A comprehensive report which includes:
 - Guidelines outlining the standardized regional approach to counter wildlife trafficking training, including best practice models, minimum knowledge standards, and adult learning principles. This includes providing guidance on how to adapt the training materials and approach to different contexts within the region, taking into account cultural, socio-economic, and environmental factors.
 - A practical toolkit equipping trainers, practitioners, and wildlife crime investigators with the necessary resources, tools, and templates for executing effective training programs and conducting robust wildlife crime investigations.
- Presentation and presentation materials summarizing key findings for stakeholders.

Timeline

The deadline for the submission of the comprehensive report including the guidelines and toolkit is January 31, 2025.

Qualifications/Skills

- Advanced degree in a relevant field such as criminal justice, law enforcement, or a related discipline.
- Proven experience in developing training programs, frameworks, and toolkits for criminal justice or law enforcement stakeholders.
- Knowledge of best practices and standards in criminal justice training and investigations, especially in the context of wildlife crime.
- Deep understanding of wildlife trafficking issues, including legal, enforcement, and policy aspects.
- Familiarity with the ASEAN region and its criminal justice landscape and experience working with regional bodies, intergovernmental organizations, and NGOs focused on wildlife conservation and trafficking.
- Strong research skills, with the ability to conduct comprehensive literature reviews, desktop research, and undertake stakeholder consultations.
- Excellent analytical skills to evaluate existing training programs, and develop evidence-based recommendations.
- Strong interpersonal skills to effectively engage and collaborate with diverse stakeholders, including national agencies, regional bodies, intergovernmental organizations, NGOs, and U.S. Government agencies.

- Ability to work in diverse cultural and regional contexts, with sensitivity to local customs and practices.
- Excellent English written and verbal communication skills.
- Proficiency in using relevant software and tools for research, data analysis, and report preparation.

Application Process

Interested candidates should submit their resume, a cover letter detailing their relevant experience, and examples of previous work related to adult learning and training program development by **Friday, June 28, 2024**, to EWC_Procurement@ewcasia.org.

Please insert in the subject heading: **Wildlife Crime Training and Investigation Specialist** **_[Insert Your Name]**

RTI is an equal opportunities employer and encourages women and representatives from Indigenous Peoples to apply. Only shortlisted candidates will be contacted.