



Terms of Reference
Mangrove National Forest Inventory (MNFI) Coordinator
at Foundation for Forest Management and Production Control (SBB)

Project Title:	Strengthening and improving the existing mangrove biodiversity monitoring system
Contracting Authority:	Foundation for Forest Management and Production Control (SBB)
Contract Type:	Individual Contract (IC)
Duration of Assignment:	12 months
Start Date:	June 2026

1. BACKGROUND

The Mangrove Biodiversity Monitoring System, set up with support of the GCCA+ phase 1 project in Suriname, achieved its main goals in establishing the national mangrove forest cover extent as well as data in support of biomass estimations and biodiversity data. Following these results, the GCCA+ phase 2 project was approved with the objective to further strengthen the Monitoring System through improved remote sensing and field data acquisition. In the GCCA+ phase 2 project, sampling units increased from eleven (11) to seventeen (17) sampling units, ranging from degraded to pristine mangrove areas along the coast.

The current project will expand earlier efforts by adding sampling units on the ground, with specific attention to units centered in areas dominated by *Rhizophora spp.* (red mangrove). This wide range of sampling will allow for comparative studies to better understand the complex mangrove ecosystems and inform subsequent policy adjustments and improvements, that are subject to significant pressures on their mangrove extent and biodiversity.

Existing permanent sampling plots first measured in 2019, then in 2022, will be re-measured towards the end of the project as is mandatory practice for national forest inventory plots. Additional parameters will be included in the protocols for all sampling plots to broaden the understanding of the mangrove ecosystems, especially in relation to their overall health. These additional parameters will involve flora (mangrove species and other vegetation), fauna (aquatic and terrestrial key indicator species), soil (heavy metals and nutrients) as well as water quality parameters. In addition, novel methods for Suriname, to measure mangrove health will be explored, building on earlier experience. The Commewijne district will be the pilot site to develop a comprehensive Mangrove Quality Index that could classify mangrove ecosystem health.

Additional activities will focus on capacity building among national partners, including both personnel and equipment, in areas relevant to executing national forest inventory (NFI) work, subsequent data processing and analysis and remote sensing. Where possible, new technologies will be integrated within the NFMS.



Within this project, improved monitoring and classification of wetlands will also take place, of which mangroves form a key component. This is essential to ensure a comprehensive assessment of coastal ecosystems and their functions. Wetlands form the broader ecological framework of Suriname's coastal zone and provide key ecosystem services related to carbon storage, hydrological regulation and coastal protection. Improved wetland stratification, supported by integrated remote sensing and field-based data, is therefore critical to enable robust assessments of mangrove ecosystem structure, functioning and health.

The project will be executed within the National Forest Monitoring System (NFMS) (SBB, 2017)¹ structure and bolster efforts related to the NFMS by strengthening institutional capacities, partnerships between national institutions and expanding on currently available data for Suriname's mangrove forests. Embedding the mangrove biodiversity monitoring system within the NFMS structure contributes to standardization of existing data, harmonization of existing information systems and support of international reporting efforts for UNFCCC (REDD+, GHG-inventory) and CBD. In addition, the NFMS provides the mangrove biodiversity monitoring system with the necessary data management and data dissemination platforms which are key to the further development and improvement of relevant policies such as the National Mangrove Strategy. Within this context, the MNFI Coordinator will play a key operational role in ensuring that the field-based components of the project are implemented effectively and contribute to achieving the defined project outputs and targets.

2. OBJECTIVE OF THE ASSIGNMENT

The MNFI Coordinator is responsible for the planning, end-to-end coordination, and delivery of mangrove NFI field activities, ensuring that field activities are well-organized, timely, meet required quality standards and project targets, timelines, and are aligned with NFMS requirements. The coordinator will:

- Organize and coordinate all field missions (planning, transport, equipment, teams);
- Ensure that fieldwork is carried out in line with established protocols and quality standards;
- Supervise and support field teams during data collection;
- Ensure the efficient and timely remeasurement of existing sampling units and establishment of new ones;
- Prepare and coordinate on the job field trainings for teams as part of capacity building responsibility;
- Coordinate and support practical improvements to the mangrove monitoring system;
- Coordinate data processing and reporting in collaboration with the team and ensure alignment with NFMS data workflows;

¹ SBB, 2017. NFMS roadmap- Status and Plans for Suriname's National Forest Monitoring System



- Identify and solve practical and logistical issues during field implementation;
- Support the overall coordination of the mangrove monitoring program;
- Ensure that all activities are carried out in a practical, well-coordinated, and results-oriented manner, with a strong focus on effective and high-quality field implementation.

3. SCOPE OF WORK

The main tasks include:

1. Field Planning and Logistics
 - a. Plan and schedule all field activities and sampling missions;
 - b. Coordinate logistics, including transport, equipment, materials, and team deployment;
 - c. Ensure all field equipment and supplies are available and functional;
 - d. Arrange access to field sites and coordinate with local stakeholders where needed;
2. Field Implementation and Supervision
 - a. Supervise and support field teams during the establishment and remeasurement of sampling units;
 - b. Ensure fieldwork is carried out according to approved protocols and planning;
 - c. Monitor field progress and ensure timely completion of activities;
3. Quality Assurance & Quality Control (QA/QC) and Data Management
 - a. Ensure data collected in the field meets required quality standards by implementing field-level QA/QC spot checks and field validation, in line with NFMS data quality requirements;
 - b. Conduct field checks and verify data during collection;
 - c. Identify and address errors or inconsistencies in field data;
4. Coordination and Team Support
 - a. Coordinate field activities with partner institutions and technical staff;
 - b. Organize and support on the job field trainings for team members to ensure a good understanding and consistent implementation of the field protocols;
 - c. Provide on-site guidance to ensure effective field performance.
 - d. Provide input to the NFI technical report & data analysis



4. INSTITUTIONAL ARRANGEMENT

The MNFI Coordinator will work within the NFMS Unit hosted by the Foundation for Forest Management and Production Control (SBB) and will report to the Project Manager (Deputy Director of Research and Development) within SBB. The NFMS Unit is positioned in the office of the SBB. The MNFI Coordinator will submit progress reports on the work done in line with the work plan to the Project Manager. Where necessary, the MNFI Coordinator will work closely with the partner institutions to strengthen the synergies and alignment in activities. These institutions are: CELOS (co-lead of mangrove NFI, wetland mapping, biomass analysis), NCD (MUMA authority, fauna data), NZCS (fauna expertise), BBS (flora and vegetation expertise).

5. REPORTING REQUIREMENTS

The MNFI Coordinator will report to the Project Manager and submit the following reports/products:

1. MNFI Workplan
2. Input on the MNFI protocol
3. Progress reports (Microsoft Word) will include:
 - Overview of field activities conducted (locations, number of sampling units, teams involved);
 - Status of field missions (planned vs. completed);
 - Summary of logistical arrangements and field deployment;
 - Progress on establishment and remeasurement of sampling units;
 - Overview of field trainings conducted;
 - Summary of QA/QC activities and data verification efforts;
 - Key challenges encountered during field implementation and actions taken.
4. Sample Unit Reports
 - Short reports after field missions, summarizing activities, outputs, and key observations and data.
5. Final Assignment Report
 - Summary of all field activities conducted during the assignment;
 - Overview of results (sampling units measured, coverage, etc.);
 - Key lessons learned and practical recommendations for improving field operations.

6. QUALIFICATIONS, EXPERIENCE AND KNOWLEDGE

The candidate most suited for this assignment should have:

- A BSc degree in forestry, environmental sciences, natural resource management, or a related field, or equivalent practical experience;



- At least 3 years of relevant experience in fieldwork coordination, preferably in forest, mangrove, or natural resource monitoring projects;
- Proven experience in organizing and executing field missions, including logistics (transport, equipment, team coordination);
- Proven experience supervising or working with multidisciplinary field teams in challenging environments;
- Good understanding of field data collection methods and the importance of QA/QC procedures;
- Experience with GIS or Remote Sensing is an asset;
- Experience with drone-based fieldwork is an asset;
- Strong problem-solving skills and ability to adapt to field conditions;
- Ability to work independently and in a multidisciplinary team;
- Proficiency in English and Dutch; knowledge of Sranan Tongo is an asset;
- Good reporting and communication skills;
- Good understanding of field safety protocols and risk management in remote environments.

Other skills:

- Proficiency with Microsoft Office tools;
- Good organizational and planning skills;
- Ability to work under field conditions and meet deadlines.

7. PAYMENT TERMS

Payments will be made upon satisfactory completion and approval of deliverables by the Project Manager, according to the distribution below:

Deliverable No.	Description	Payment percentage
1	MNFI Workplan approved Logistical planning of the field work completed Input on MNFI Protocol completed	10%
2	Progress report + 2 Sample Unit reports approved	10%
3	Progress report + 2 Sample Unit reports approved	10%
4	Progress report + 2 Sample Unit reports approved	10%
5	Progress report + 2 Sample Unit reports approved	10%
6	Progress report + 2 Sample Unit reports approved	10%
7	Progress report + 2 Sample Unit reports approved	10%
8	Progress report + 2 Sample Unit reports approved	10%



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9	Progress report + Sample unit report for last SU + Final Assignment report approved	20%
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