

Terms of Reference
Job Description

Post title:	MGB Support Personnel
Project title:	GEF GOLD Philippines: "Contribution toward the elimination of mercury in the artisanal and small-scale gold mining (ASGM) sector: from miners to refiners"
Work hours:	<i>Full-time; approx. 40 hours/week</i>
Start Date and Contract Duration:	<i>January 2023 (12 months; subject to yearly renewal)</i>
Duty station:	Quezon City (PHILIPPINES)
Salary:	Will be determined by experience and qualifications and paid in local currency.
Application Deadline:	<i>Open until filled</i>

BACKGROUND:

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 the Artisanal and Small-Scale Gold Mining sector (ASGM) in the developing world. The AGC helps to improve the global gold sector by promoting better practices through technology transfer, formalization and policy development, professionalization, and awareness-raising. The AGC consists of core staff, associates, and a Board of Directors in areas of ASGM, science, economics, sustainable development, social responsibility, human and environmental health, as well as gold production and extraction engineering. For more information about the AGC and its projects, please visit www.artisanalgold.org.

The AGC serves as the Executing Agency for the GEF-supported programme in Mongolia and the Philippines entitled "Global Opportunities for the Long-term Development of the ASGM sector (GEF GOLD)" or planetGOLD--designed to address the key issues linked to continued mercury use and provide sustainable development opportunities for the communities involved. The objective of the 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 on technology transfer.

In partnership with the Philippines' Department of Environment and Natural Resources (DENR), the project is expected to demonstrate: 1) government incentives to formalize the ASGM sector in the 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 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 the government agreeing on an approach to reach all ASGM communities in each country.



As the agency mandated to administer the nation's mineral lands and mineral resources, the DENR Mines and Geosciences Bureau (MGB) was tasked to be the focal agency of the Philippine Government in the execution of the project. In the sector of small-scale mining, its role is to develop the sector and serve as the primary Office under the DENR that initiates the development of related policies in general. Its regional directors are also the chairperson of the Provincial/City Mining Regulatory Boards.

Specific to the project, the MGB partakes in the coordination of the project activities, particularly those relating to the functions of other government institutions. It also chairs the Philippines' Project Management Committee for the planetGOLD Project whose functions include, among others, providing guidance and support to the Project Management Unit toward the attainment of the Project objectives.

RESPONSIBILITIES:

The **MGB Support Staff** is responsible for the coordination between the DENR-MGB and stakeholders related to the project, specifically technical knowledge regarding mineral processing. The candidate shall have a dedicated and goal-oriented metallurgical engineer with knowledge in data analysis, research and development, and technical writing report. The work will be a mix of office and field work to evaluate opportunities directly, perform sampling and testing, and to connect with local stakeholders.

Tasks may include, but not be limited to, the following:

- Participate in project planning, execution, monitoring, and evaluation;
- Participate in project meetings, the conduct of training, workshops, and IEC;
- Conduct fieldworks as necessary pursuant to the approved work programs;
- Coordinate with stakeholders;
- Evaluate project reports and provide initial analysis;
- Plan programs for capacity-building activities for two (2) project sites;
- Provide technical support for metallurgical investigations, testing, and monitoring program; and
- Submit a monthly report on activities undertaken for the project.

ORGANIZATIONAL SETTING AND REPORTING:

The MGB Support Staff will report directly to the Chief of Mining Technology Division of Mines and Geosciences Bureau and the National Project Manager of Artisanal Gold Council Philippines. He/She will be reporting on an agreed work arrangement with the MGB and will be assigned to the main AGC Philippines office in Quezon City, Metro Manila.

QUALIFICATIONS

- Must hold a bachelor's degree in Metallurgical Engineering;
- At least 1-3 years of technical experience in metallurgical testing and chemical analyses, equipment and materials procurement, and inventory;
- Advanced skills in mixed-methods approaches in conducting research (i.e. quantitative and qualitative methods, data triangulation, etc);
- Comprehensive knowledge of metallurgical processing methods;



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- Strong problem-solving and creative analytical thinking skills;
- Excellent written communication skills as shown by previous studies conducted in related fields; and
- Ability to engage different stakeholders including high-level government officials, local government, and other community authorities, mining groups, etc.

To apply to this position, please send a cover letter and resume stating the job title in the subject line to miningtech@mgb.gov.ph.