



## Country Coordinator (Cambodia)

**Directorate:** Conservation

**Location:** Cambodia – based in Phnom Penh with extended periods in the field

**Reporting to:** Head of Conservation & Development

**Main function of post:** To implement WWT's wetland conservation programme in Cambodia, including; ecohydrological research, community-based natural resource management, field staff coordination, and programme administration. Much of the work will centre upon, but will not be limited to, WWT's two focal sites in the region, Boeung Prek Lapouv (BPL) and Anlung Pring (AP) Protected Landscapes. A wider remit of the position will be to represent WWT at national and regional levels, ensuring our strategic priorities are promoted and organizational obligations are met.

**Supervisory responsibilities:** Field teams, including Technical Advisors/Officers, researchers, volunteers and students, as well as assisting with the oversight of partner field staff as and when appropriate.

**Hours worked:** 37 ½ hours per week, Full Time

**Working pattern:** Monday-Friday with flexibility required during fieldwork.

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### Main duties of the post

1. To implement a review of ecological and ecosystem service value of key wetland sites in the Cambodian Lower Mekong Delta and coordinate research into the optimal ecohydrological states of BPL and AP Protected Landscapes.
2. To support the re-zoning and management planning processes for BPL and AP Protected Landscapes, ensuring priority habitats and community sustainable use rights are acknowledged and integrated.
3. To work with the 'Ministry of Environment' and 'BirdLife International - Cambodia Programme', to enhance protection and international recognition of key wetland sites in the Cambodian Lower Mekong Delta.

4. To manage specialist partnerships that support the financial viability of long-term sustainable livelihood programmes in and around AP and BPL. Current projects include sustainable rice production, community fisheries management and ecotourism.
5. To identify and seize upon opportunities for the WWT Cambodia Programme to influence wise use of wetlands within the Cambodian Lower Mekong Delta (CLMD).
6. To support local partners to develop and implement engaging environmental education and awareness campaigns.
7. To keep abreast of environmental and socio-economic issues and trends relating to sustainable wetland management in Cambodia and the wider Indo-Burma Region.
8. To identify and support external consultants to refine WWT Cambodia's organisational policies and positions to ensure the organisation complies with legal requirements.
9. To support operational and financial administrative systems which facilitate the successful delivery and growth of WWT's Cambodia Programme.
10. To represent WWT externally as appropriate, including with partners and other key stakeholders in Cambodia.
11. To contribute to internal and external reporting needs as required.
12. To deliver, or contribute to the delivery of, internal or external training and support sessions as required.
13. To organise or contribute to the organisation of seminars, conferences and other events as required.

In addition to the duties and responsibilities listed, the post holder is required to perform any other reasonable duties that may be assigned by the supervisor shown above, as appropriate for the delivery of project or wider objectives.

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**Date raised: 12<sup>th</sup> June 2018**

# Person Specification

## 1. Qualifications

### ***Essential:***

- Masters in nature conservation or other relevant environmental science

### ***Desirable:***

- Academic background specifically related to wetlands
- PhD in nature conservation or other relevant environmental science

## 2. Experience

### ***Essential:***

- Experience in international community-based conservation
- Strong understanding of conservation issues in the developing world
- Proven track record delivering complex multi-stakeholder projects
- Ability to review literature, design focused research and coordinate field teams
- Knowledge and experience of wetland ecology and ecosystem services
- Experience working in remote areas and willingness to spend extended periods in the field, sometimes in testing conditions
- Excellent IT skills with good working knowledge of Microsoft Office

### ***Desirable:***

- Direct experience working on Community-based Natural Resource Management and/or alternative livelihood projects in SE Asia
- Understanding of the financial administration and management of conservation projects
- Development of sustainable finance mechanisms for local associations

## 3. Managerial & Supervisory

### ***Essential:***

- Proven direct management of staff, contractors and partners
- Able to coordinate and ensure the delivery of partner work programmes
- Able to motivate people with diverse skills and experience
- Supervision of researchers, volunteers and students

Type of staff	Number managed	Number supervised
Employed Staff	>1	1-5
Contractors	0	1-5

## 4. Responsibility

### **Essential:**

- Proven ability to work independently with a high level of competence
- Strong organisational skills to include the ability to organise workload to achieve agreed targets

### **Levels of Responsibility:**

Type of Responsibility	Level (£'s)
Expenditure (exc. payroll)	£2,000
Cash Handling	£300
Assets (required for job, exc. buildings)	N/A
Visitors (per annum)	N/A

## 5. Creative Ability

### **Essential:**

- Ability to interpret and analyse complex information to make well-informed decisions and/or provide relevant, accessible advice or briefings
- Excellent oral and written communication skills and the ability to adjust the style and content of communication according to need
- A goal-orientated approach with an ability to think creatively and adapt plans if required.
- Highly organized and self-motivated

## 6. Contact

### **Essential:**

- Cultural sensitivity and awareness to build good relationships with local partners and stakeholders
- Ability to build good working relationships with individuals and organisations and to work effectively as a team member
- Exemplary diplomatic skills to liaise with national and regional government officials

- Excellent networking abilities

***Desirable:***

- Established network within SE Asian conservation
  - Profile/reputation within the sustainable management/livelihoods community
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## **General Notes**

This is a full-time position based at our office in Phnom Penh, which will require work during some evenings, weekends and public holidays to meet the needs of the post. It will also require the flexibility associated with a post that involves extensive fieldwork and international travel.