



Country Manager (Cambodia)

Directorate: Conservation

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

Reporting to: Senior Project Manager (Cambodia)

Main function of post: To implement WWT’s wetland conservation programme in Cambodia, including; community-based conservation, field staff coordination, and programme administration. The Country Manager will help define and deliver WWT’s mission and strategic vision in Cambodia, representing WWT at national levels to drive forward the protection and restoration of wetlands. In line with our MoU with the Cambodian Government, the Country Manager will support Cambodia to deliver on commitments made through the Ramsar Convention.

Supervisory responsibilities: Field teams, including Community Officer, Admin & Finance Manager and contractors, as well as assisting with the oversight of partner field staff as and when appropriate.

Responsibilities of the post

1. To deliver high impact community-based conservation and restoration projects at WWT Cambodia Mekong delta project sites, including Boeung Prek Lapouv (BPL) and Anlung Pring (AP) Protected Landscapes, by coordinating people to deliver those projects on time, within budget and with the desired outcome aligned to objectives.
2. To run the WWT Cambodia office and manage the WWT Cambodia team effectively to facilitate the successful delivery and growth of WWT’s Cambodia Programme.
3. To help refine and support operational and financial administrative systems and ensure WWT Cambodia’s organisational policies comply with legal requirements within Cambodia. To ensure the health, safety and wellbeing of everyone in your team by implementing WWT’s health and safety policies and guidelines.
4. To manage partnerships with NGOs and contractors that deliver some aspect of WWT’s Cambodia Programme including sustainable rice production, wetland restoration, law enforcement, biodiversity survey, environmental awareness campaign and ecotourism.

5. Build upon WWT's assessment of the wetlands of the Cambodian Lower Mekong Delta to advocate for better protection and management of wetlands, and transitions to more sustainable practices.
6. To work with the Ministry of Environment and other project partners to enhance national recognition and international designations and seize opportunities for the WWT Cambodia Programme to influence wise use of wetlands for key wetland sites in the Cambodian Lower Mekong Delta.
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 organise or contribute to the organisation of training, workshops, conferences and other events as required.
9. To support the development of new funding proposals and contribute to internal and external reporting needs as required.
10. To represent WWT externally as appropriate, including with partners and other key stakeholders in Cambodia.

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.

Date raised: June 2018

Date Amended: December 2023

Person Specification

1. Qualifications

Essential:

- Masters in nature conservation OR equivalent experience in the field of conservation.

2. Experience

Essential:

- Experience in community-based conservation
- Strong understanding of conservation issues in the developing world
- Proven track record delivering complex multi-stakeholder projects
- Ability to oversee large projects and coordinate field teams
- Willingness to spend some 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 conservation projects in SE Asia
- Knowledge or experience of habitat/species conservation or wetland restoration

3. Managerial & Supervisory

Essential:

- Proven effective leadership, adapted to the situation and the capability of personnel
- Proven direct management of staff, contractors and/or partners
- Able to motivate people with diverse skills and experience

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
- Experience of delivering projects to completion
- Experience managing budget of over \$20k per annum

5. Creative Ability

Essential:

- Ability to interpret 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.

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

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 regular domestic travel for meetings and missions, and occasional international travel.