Technical Specialist, Marine, Asia-Pacific

“In the past century FFI has consistently saved species from extinction and protected habitats from destruction. Their solutions have always been practical, efficient and sustainable in local circumstances.”

Sir David Attenborough, Fauna & Flora Vice-president
Fauna & Flora International

Fauna & Flora saves species from extinction and habitats from destruction, while improving the livelihoods of local people. Our guiding principles are to work with and alongside local partnerships, act as a catalyst for change, make conservation relevant, and base decisions on sound science. Founded in 1903, Fauna & Flora is the world’s longest established international conservation body; our conservation work, and impact, spans the globe.

Asia-Pacific Programme

In collaboration with local partners, Fauna & Flora currently undertakes a broad range of conservation initiatives in Cambodia, Indonesia, Myanmar and Vietnam, with country programme offices in Phnom Penh, Jakarta, Yangon and Hanoi. We currently support around 70 projects in the region, involving a team of staff (c.300), consultants, volunteers and partner organisations, and have an annual regional budget of approximately USD 8 million.

Drawing on our core biodiversity conservation skills, experience and wider strengths across the organisation, including conservation finance, business engagement, community livelihoods and governance, wildlife trade, capacity building for conservation, conservation design and monitoring, marine conservation, and sustainable agriculture and enterprise, we are global leaders in our efforts to safeguard vulnerable ecosystems and species. Please see www.fauna-flora.org for an overview of current projects.

The Opportunity

Fauna & Flora is seeking a highly experienced conservation professional to assist with the effective development, management and delivery of marine projects within the Asia-Pacific Programme (including identification and development of new projects), and to provide strategic guidance and technical support to these and other projects as required. You will become the focal point and advocate for marine conservation work for the Asia-Pacific Region, with a strong knowledge and understanding of Fauna & Flora’s niche and strategy and of the work of other organisations in this space. You will develop a strong knowledge of, and engagement with, donor opportunities relating to marine conservation in the region, and will support the development of a strategic and well-funded portfolio of marine work across the Asia-Pacific Region.

You will work with Country Programme Directors and Fauna & Flora’s cross-cutting technical expertise to ensure that the most appropriate technical knowledge and experience inform the design and delivery of our work.

We are looking for an individual with a demonstrated commitment to biodiversity conservation, high-level technical knowledge, excellent writing skills, and on-the-ground experience working in biodiversity conservation in SE Asia. Your ability to harness knowledge effectively from across the organisation will be essential to this role. You will be able to build collaborative relationships and working arrangements across diverse and dispersed teams, demonstrating cultural awareness and sensitivity. You will be confident working with a diverse and remote team, partner organisations, funders, and other relevant stakeholders.
In return, the role offers the opportunity to work within a ground-breaking and entrepreneurial organisation at the forefront of global conservation, with opportunity to apply your skills and expertise where appropriate.

**Terms and Conditions**

**Start Date:** As soon as possible

**Duration of Contract:** Three-year, fixed-term contract

**Probation Period:** Six months

**Salary Range:** Circa £35,000 (UK-based role) per annum
Circa USD 40,000 (Cambodia-based role) per annum
Dependant on experience and country location

**Location:** Cambridge, United Kingdom; or Phnom Penh, Cambodia

**Benefits:** 25 working days’ annual holiday entitlement plus Public/Bank Holidays
Other benefits dependent on location

**Hours of Work:** This is a full-time position. Working hours will be in accordance with the host country (37.5hrs per week UK / 40hrs per week Cambodia). For UK-based positions, current policy offers partial remote working.

**Job Description**

**Job Title:** Technical Specialist, Marine, Asia-Pacific

**Reporting to:** Director of Operations, Asia-Pacific

**Key Internal Relationships:** Country Programme Teams, Asia Pacific
Finance Business Partner, Asia-Pacific
Director, Marine
Technical Specialist, Destructive Fisheries
Senior Technical Specialist, Marine Plastics
Senior Technical Adviser (Conservation Impact & Risk), Asia-Pacific
Marine Working Group
Development and Communications Teams

**Purpose:**
- Provide key input to the effective design and delivery of marine projects within Asia-Pacific through direct technical advice and input and through actively enabling the integration of skills, knowledge and experience from across the organisation
• Carry out technical assessment of potential projects within Asia-Pacific in line with Fauna & Flora strategy, taking into consideration feasibility, conservation impact and long-term sustainability, and advise the Director of Operations, Asia-Pacific accordingly

• Support Marine Programme/Project Managers throughout the Asia-Pacific Region, ensuring appropriate and adequate Monitoring, Evaluation & Learning (MEL) is in place for projects, in close collaboration with the UK MEL team

• Provide technical guidance to the design of major new or existing projects or programmes and the development of major new fund-raising opportunities

Responsibilities:

Technical delivery

• Assist in-country teams with the management and administration of marine projects on a day-to-day basis, working with the Director of Operations, Asia-Pacific to agree targets and work plans for marine projects, taking into account Fauna & Flora’s ethos, approaches to project implementation, as well as specific grant agreement requirements

• Support Fauna & Flora, partner and other local team members to ensure project objectives are in accordance with the strategic objectives of Fauna & Flora’s marine and regional programmes

• Help develop project budgets in consultation with the Finance Business Partner, Asia-Pacific, in line with agreed work plans, Fauna & Flora’s financial management system and policies, and specific donor requirements and ensure financial tracking and oversight of these budgets in accordance with Fauna & Flora financial management policies and procedures

• Help to ensure that projects comply with Fauna & Flora operating standards, policies and procedures, and with contract and grant requirements; and that field operations are conducted to a high standard of health, safety, welfare, environmental good practice and cultural sensitivity in consultation with the Senior Technical Adviser (Conservation Impact & Risk), Asia-Pacific

• Build and maintain key partnerships and relationships with in-country programme stakeholders and primary partners, including coordinating the work of, and maintaining regular communications and liaison with, project staff, consultants and partners involved with these marine projects

• Conduct frequent site visits to projects for consultation, planning, technical and implementation support, and monitoring of activities

• Where necessary and appropriate, ensure that appropriate agreements or MOUs are in place to support in-country or international working relationships or partnerships

• Take responsibility for ensuring delivery (including a large writing component) of specific reports to donors and clients within agreed internal and external deadlines, and fulfil Fauna & Flora internal reporting procedures

• Ensure that proposals, reports and other project outputs produced by programme staff and partner organisations are of a high standard and, wherever possible, reflect Fauna & Flora’s philosophy and any donor branding requirements

• Support with the data analysis and writing of scientific publications on Fauna & Flora’s research conducted by local research teams

• Liaise with the Director, Marine and the Communications team to ensure effective internal and external representation of Asia-Pacific regional marine projects

Learning

• In collaboration with the Technical Specialist, Marine (Impact & Learning) and MEL team, ensure that strong monitoring and evaluation frameworks are in place for all projects and support the analysis of monitoring data and dissemination of lessons learnt from all projects

• Maintain relations with other Fauna & Flora staff working on marine projects through regular engagement and exchange with the Marine Working Group
• Provide mentoring and share skills and knowledge to develop internal capacity within the Asia-Pacific team and across Fauna & Flora
• Work collaboratively with colleagues across Fauna & Flora to capture learning and keep abreast of new and emerging issues in order to shape conservation responses across the Asia-Pacific and other Fauna & Flora programme areas and themes
• Work with the Director of Operations, Asia-Pacific, and Communications Teams to ensure coordinated communication about Fauna & Flora’s marine work in Asia-Pacific
• Maintain regular communications with the Director of Operations, Asia-Pacific; and Director, Marine; swiftly bringing to their attention any issues that may affect operations and delivery

Development
• Identify new marine opportunities within the region, and ensure these are reviewed in line with agreed strategic plans and Fauna & Flora project cycle systems
• In collaboration with the Director of Operations, Asia-Pacific; Director, Marine; and in-country teams, provide key input to the strategic planning and development of marine projects within the region in line with Fauna & Flora’s marine and regional strategies, using a Theory of Change approach to ensure robust project design
• Maintain awareness of other marine initiatives in countries of Fauna & Flora operation within the region, identifying key players, areas and focus of operation and emerging gaps
• Work with Fauna & Flora’s Fundraising team and the Statutory Funding Team to proactively identify fundraising opportunities for existing and new projects, and develop tailored proposals for them, working with the Finance Business Partner to ensure accurate budgeting, staff and overhead charging and cost recovery; ensure resulting contracts or grant agreements comply with Fauna & Flora operating standards and implementation conditions in the region
• Work with the Fundraising team and other staff across the organisation to develop and nurture relationships with prospective and existing funders and donors, ensuring open and regular communication with them, including developing an enhanced network of contacts within organisations working in, and providing funding for, marine conservation in Asia Pacific
• Support partners to develop funding proposals for marine conservation activities, in consultation with the Fundraising team and the Statutory Funding team
• Contribute to the development or review of Fauna & Flora’s marine conservation strategy in the region and globally, as needed, feeding in knowledge and information on the regional marine conservation landscape including emerging opportunities, constraints or relevant initiatives by other stakeholders

General
• Contribute impactful content for Fauna & Flora’s communications channels
• With agreement of Line Manager, perform any other tasks that may be requested from time to time that are appropriate to skills and experience, including broader representation of Fauna & Flora
## Person Specification

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<th>Essential</th>
<th>Desirable</th>
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<tr>
<td><strong>Skills</strong></td>
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<tr>
<td>• Proven technical competency in marine biodiversity conservation</td>
<td>• Language relevant to Asia-Pacific</td>
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<td>• Excellent organisational skills, with structured and methodical approach to work and a clear focus on results</td>
<td>• Facilitation skills</td>
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<td>• Financial management and numeracy skills, including budgeting and reforecasting at an appropriate level</td>
<td>• Scientific article writing</td>
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<td>• Excellent written communication skills, including report and proposal writing and strong verbal communication skills</td>
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<td>• Ability to prioritise and manage time effectively</td>
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<td>• IT literate</td>
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<td>• Fluency in English (spoken and written)</td>
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<td><strong>Knowledge and experience</strong></td>
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<tr>
<td>• Advanced degree or equivalent qualification or experience in biodiversity conservation or related science/social science</td>
<td>• Experience of working in SE Asia, particularly Indonesia</td>
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<td>• Substantial professional experience in biodiversity conservation, including field work</td>
<td>• Experience working with government agencies, communities and community-based organisations, partner NGOs and for-profit entities</td>
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<td>• Proven experience in project management, design, development, implementation, impact monitoring and evaluation</td>
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<td>• Experience of providing technical input and support to the work of others</td>
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<td>• Proven grant management experience</td>
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<td>• Proven fundraising record</td>
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<td><strong>Behavioural qualities</strong></td>
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<td>• Commitment to Fauna &amp; Flora’s mission and vision</td>
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<td>• Commitment to and alignment with Fauna &amp; Flora’s values</td>
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<td>• Team player, demonstrating ability to seek out and harness the views and contributions of others</td>
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<td>• Strong cultural awareness and sensitivity</td>
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<td>• Builds positive personal and organisational relationships, working and communicating effectively across teams and disciplines, showing commitment to inclusivity</td>
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<td>• Ability to work under pressure</td>
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<td>• Ability to deal with challenges in a positive way</td>
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<td>• Proactive and pre-emptive approach to work</td>
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<td>• Demonstrates readiness to adapt to continuously changing priorities</td>
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Fauna & Flora Values

Values underpin who we are and how we act. Just as values shape who we are as individuals, they define us as an organisation, creating the culture of success for which Fauna & Flora is renowned. Our people exemplify our shared values, which are interconnected and interdependent:

- We act with integrity
- We are collaborative
- We are committed
- We are inclusive, supportive & respectful
- We get things done

How to Apply

Applications, consisting of a covering letter explaining why you are applying for the position and relating your experience and skills to the role, a full CV, and contact details for two referees (who will not be approached without your permission), should be submitted electronically to nazish.arshad@fauna-flora.org

Please mark your application ‘Technical Specialist, Marine, Asia-Pacific’ and indicate in your covering letter where you saw this position advertised.

The closing date for applications is Sunday, 16 April 2023.

Regrettably, due to limited resources and the high number of applications we receive, we are only able to contact short-listed candidates. If you do not hear from us within four weeks of the closing date, please assume that you have not been successful on this occasion.

Applicants with Disabilities

Fauna & Flora encourages applications from individuals with a disability who are able to carry out the duties of the post. If you have special needs in relation to your application, please contact Jade Bedwell, HR Adviser, Fauna & Flora, on Tel: +44 (0)1223 749044 or Email: jade.bedwell@fauna-flora.org.

Fauna & Flora values diversity and is committed to equality of opportunity