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**Technical Specialist,
Monitoring, Evaluation and Learning,
Biodiverse Landscapes Fund
Lower Mekong Landscape,
Asia-Pacific Programme**

“In the past century Fauna & Flora 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

At Fauna & Flora, our shared purpose is to protect the diversity of life on Earth, for the survival of the planet and its people. We work closely with local conservation partners around the world to save nature, together. We harness this collective expertise to inspire positive change globally.

Asia Pacific Programme

Working closely with local partners, the Asia-Pacific Programme currently includes a broad range of species and landscape targeted conservation initiatives in Cambodia, Indonesia, Vietnam, and Myanmar, and has country programme offices in Phnom Penh, Jakarta, Hanoi and Yangon. Around 70 projects are being implemented in the region by a team of approximately 200 staff, consultants, volunteers and partner organisations with an annual regional budget of approximately USD 10 million.

Lower Mekong Landscape Programme

Fauna & Flora is about to begin a new programme of work within the Lower Mekong Landscape covering more than one million hectares of the Annamite mountains, incorporating three large forest complexes and encompassing Cambodia, Laos and Vietnam. Funded by the Biodiverse Landscapes Fund (BLF), the overarching aim of this programme is to reduce poverty and create sustainable economic opportunities for those communities, through the delivery of lasting landscape protection, sustainable management, and restoration, safeguarding biodiversity, and maintaining and improving ecosystem quality.

The programme will be implemented through a consortium of highly experienced INGOs, led by Fauna & Flora, and includes SNV, IUCN and Re:wild, working in close collaboration with local partners and Indigenous peoples and local communities (IPLCs), to ensure activities respond to locally identified and prioritised needs. The programme will take an integrated focus on people, nature, and climate, recognising that benefitting one at the expense of the others is inherently unsustainable. This position provides the opportunity to take a leading role in driving forward this transboundary programme of work and bringing this vision to fruition.

The Opportunity

Fauna & Flora is seeking a highly experienced conservation and/or development professional with experience in developing and maintaining complex and effective Monitoring, Evaluation and Learning (MEL) systems, to ensure compliance with the adaptive management of the BLF Lower Mekong Landscape programme within the Asia-Pacific Programme. You will work with Consortium Partner Focal points, BLF Fund Managers, the Independent Evaluator, Country Programme Directors and Fauna & Flora's cross-cutting technical teams to ensure that the most appropriate technical knowledge and experience inform the design and delivery of our work.

You will have a demonstrated commitment to biodiversity conservation and poverty reduction, high-level technical knowledge, excellent data-management skills, and on-the-ground experience working

in biodiversity conservation and/or development, ideally in Southeast Asia. Your ability to coordinate the collection and analysis of targeted data across a geographically wide and thematically diverse project landscape, working with a diverse set of partners and stakeholders, and to provide regular and reliable reporting, at a high level, will be essential to this role. You will be able to build collaborative relationships and working arrangements across remote diverse and dispersed teams, demonstrating cultural awareness and sensitivity. You will be confident working with partner organisations, funders, and other relevant stakeholders.

Highly effective people and time management skills are essential to the role to ensure a professional and motivated team that delivers effectively against project aims, objectives and timelines. The role also requires a skilled and credible communicator, who is confident in developing and managing relationships internally, and externally with partner organisations and relevant stakeholders, including donors and funders.

You will be able to demonstrate an understanding of the statutory and regulatory frameworks within which Fauna & Flora operates, as well as a commitment to organisational, donor and legal compliance. You will have a degree or equivalent level qualification in a relevant discipline and/or substantial experience in a related role. Experience working in the Southeast Asia region is desirable.

Terms and Conditions

Start Date:	As soon as possible
Duration of Contract:	Three year fixed-term contract
Probation Period:	6 months
Gross Salary:	USD 33,250 per annum
Location:	Biodiverse Landscapes Fund Programme Office, Phnom Penh, with regular travel across Cambodia, Laos, Vietnam
Benefits:	For international appointments, Fauna & Flora expatriate benefits apply: <ul style="list-style-type: none">• 25 working days annual leave entitlement• Medical insurance• Annual return flight home• Relocation flight on commencement of employment (if applicable)• Repatriation flight on termination of employment (if applicable)• Relocation allowance/Repatriation allowance• Accommodation allowance
Hours of Work:	This is a full-time position, working Monday to Friday from 8.00am to 5.30pm, with a one and half hour lunch break between 12.00pm and 1.30pm.

Job Description

Job Title: Technical Specialist, Monitoring Evaluation and Learning (MEL), Biodiverse Landscapes Fund Lower Mekong Landscape, Asia Pacific Programme

Reports to: Biodiverse Landscapes Fund Lower Mekong Landscape Team Lead, Asia-Pacific Programme

Key working relationships: The post-holder must have a highly collaborative approach and will work closely with Fauna & Flora colleagues in Cambodia, Laos, Vietnam and the UK. Key internal relationships include:

- BLF Team
- MEL Country Officers (Cambodia, Vietnam, and Laos)
- Country Directors & Programme Teams, Asia Pacific
- MEL specialists from all consortium members in implementation countries
- Senior Technical Adviser (Conservation Impact & Risk), Asia-Pacific
- Relevant cross-cutting team members
- Technical Specialist, Terrestrial, Asia-Pacific, UK
- Director of Operations, Asia-Pacific

Purpose:

As part of the BLF Lower Mekong Landscape consortium, the Technical Specialist, MEL will oversee MEL activities for all implementation within the Lower Mekong Landscape (LML), encompassing operations in Cambodia, Laos and Vietnam. They will manage day-to-day MEL requirements, learning cycles and adaptive management procedures, feeding into quarterly and annual progress reports. They will be responsible for collecting the data from all consortium partners and reviewing and translating to the programme's "ePlatform" data collation tool.

Central to the BLF's MEL approach are Six-monthly and Annual Learning Cycles, that will facilitate discussion and agreement around "adaptive programming recommendations". The role will strengthen systems to enable robust and practical data collection and analysis, to understand the impacts of the programme's work over the seven-year period of implementation and use this information to inform decisions and communicate findings to the programme Technical and Governing Advisory boards.

The role will ensure all MEL activities are undertaken to the highest possible standards, that are feasible within the constraints of the programme, to meet donor and internal needs. Data collection methods are expected to be extensive and to include household surveys, population assessments of target species, remote sensing with ground-truthing surveys, and geospatial analysis, in addition to extensive research on existing secondary data, stakeholder mapping, and political economy analysis.

Key Responsibilities:

1. Ensure MEL in the LML is appropriately designed in line with Fauna & Flora/BLF approaches to understanding the impact of our work.
2. Manage and analyse data for the consortium's work in the LML programme, ensuring the accuracy, accessibility and integrity of all MEL-related data.
3. Manage and coordinate baseline data collection, uploading of clean data and analysis (to report baseline values for logframe indicators) in the BLF's e-platform, and drafting and submitting a baseline report.
4. Lead LML programme's annual and quarterly reporting processes, including overseeing the requests for reports, providing support to programme teams, managing the analysis of information (both quantitative and qualitative).
5. Take responsibility for development and management of key data sets that are informed by the annual reporting process, including project lists, data useful for thematic learning, year-on-year analysis, and ensure these are appropriately shared across the LML Programme (including ad hoc requests).

Monitoring & Evaluation

- Help to refine and develop the LML MEL system to measure progress to conservation impact against the programme's Theory of Change and Logical Framework (Logframe).
- Develop and manage MEL tracking systems with an appropriate data management plan to securely and ethically store data, collate key findings, and monitor project progress, with support from country-level MEL officers and component leads.
- Refine and/or develop data collection protocols, and train team members and partners in data collection protocols where necessary.
- Coordinate the collection of monitoring and evaluation data on a regular basis, in line with programme needs and working with relevant team members and other technical experts.
- Clean, verify, validate and analyse monitoring data collected by team members and partners, including Spatial Monitoring and Reporting Tool (SMART) patrol data, camera trap data, and species monitoring data.
- Collect and analyse stakeholder mapping and social impact data, including household surveys, key informant interviews, and focus group discussions, liaising with the Tenure, Equity & Rights Manager to design data collection and analysis tools.

Learning & Adaptive Management

- With the support of the Fund Manager and Programme Consortium, develop a MEL Framework and data collection plan (including the programme's Theory of Change, Logframe and data collection methodologies).
- Identify and share with project team members any successes, challenges and trends or patterns that emerge from data analysis to help the project adapt as it is implemented.
- Share and discuss findings with communities engaged in the LML programme to validate findings, inform adaptive management, and develop commitment to and understanding of the conservation work.
- Participate in six-monthly findings workshops and contribute to the Technical Programme Board and Advisory Board.

Communication

- Design and develop materials to share good practices developed by the LML programme

team to key audiences in collaboration with the Independent Evaluator.

- Share relevant findings from project MEL with the LML Team Lead to support internal and external reporting, including to BFL Advisory/Governing Boards.
- Share information and learning generated by MEL within the LML with colleagues across Fauna & Flora’s global operations, and other national and international conservation organisations.

General

- Carry out any other tasks from time to time that may be requested by your Line Manager that are in line with your skills and experience.
- Represent Fauna & Flora at key fora, including consultations, negotiations, meetings, workshops and briefings.

Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Fluency or working proficiency in English • Ability to organise, collate, analyse and interpret information and data (both qualitative and quantitative) on the ecological and social aspects of conservation/development • Demonstrated familiarity of Theories of Change and logframe development • Expertise in analytical software such as STATA, SPSS or R • Ability to design and manage databases • Excellent communication and presentation skills (written and verbal) to a range of audiences • Ability to think laterally and creatively • Strong organisational and time management skills • Proven ability to work sensitively with a range of local partners 	<ul style="list-style-type: none"> • Fluency or working proficiency in any of the programme languages (Cambodian, Laotian, Vietnamese)
Knowledge and experience	<ul style="list-style-type: none"> • A relevant first degree relating to conservation, development or related discipline or equivalent level qualification and/or substantial experience in a related role • Demonstrated experience of working with and/or designing MEL frameworks for complex, multi-partner, large-landscape conservation and/or development projects, preferably in SE Asia 	<ul style="list-style-type: none"> • An understanding of and experience of working in or with international NGOs • Experience of working with community-based conservation approaches

	<ul style="list-style-type: none"> • Experience in designing and leading surveys and interviews • Data management experience • Experience in collecting and analysing quantitative and qualitative data from various sources, including SMART patrols, village surveys, data licensing, biodiversity/species monitoring and remote sensing • Understanding of sustainable enterprises and livelihoods approaches • Proven experience building trust & good relationships with communities 	
Behavioural qualities	<ul style="list-style-type: none"> • Demonstrates Fauna & Flora's values • Builds positive personal and institutional relationships • A team player, able to work independently to an agreed programme • Ability to deal with challenges in a positive way • Ability to work under pressure and to deadlines • A pragmatic and logical approach to solving problems, with ability to balance competing priorities • Cultural sensitivity • Ability to work across multi-disciplinary groups and geographically dispersed teams 	
Other	<ul style="list-style-type: none"> • Ability and willingness to undertake travel within the region, including travel to remote locations with limited resources and amenities 	

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 should consist of the following:

- Covering letter explaining why you are applying, relating your experience and skills to the role
- Full CV
- Contact details for two referees (who will not be approached without your permission)

Applications should be submitted electronically to Alex.Harnett@fauna-flora.org.

Please mark your application '**Technical Specialist, MEL, BLF Lower Mekong Landscape, Asia-Pacific**' and indicate in your covering letter where you saw the position advertised.

The closing date for applications is **11 December 2023**.

No agencies please.

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 Leigh Thornycroft, Snr HR Adviser (International), on email: leigh.thornycroft@fauna-flora.org.

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