



Head of Marine

“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,
FFI Vice-president

Fauna & Flora International

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

FFI Conservation Science & Design Programme

Good conservation decision-making depends on good information. The latest findings from the biological and social sciences as well as economic and policy arenas should inform these decisions. Local teams are often best placed to enhance and filter such information. The Conservation Science & Design team works closely with, and provides support to, locally-based staff and partners, which ensures decisions are based on a good understanding of the local situation, and at the same time enables us to take a pragmatic role in the development of FFI as an organisation.

We focus on a number of key areas:

- strategic development of key cross-cutting areas of FFI's conservation work - currently focused on marine, plastic pollution, threatened species conservation (with a specific focus on trees) and climate change
- robust approaches to allocating conservation funding - through management of a dedicated marine grant, Halcyon Land & Sea funds (which focuses on securing priority conservation areas), the Flagship Species Fund, the Global Trees Campaign and also co-ordination of reviews for external grant funds
- promoting effective monitoring and evaluation within FFI - focusing on cross-organisational impact reporting
- technical delivery within projects
- direct support and advice to regional and thematic teams on any issues relating to Conservation Science & Design or the specific work of our team

FFI Marine Programme

FFI has been working in marine conservation for decades. However, it launched its formal marine programme in 2011 focused on the following three strands:

- securing important areas to safeguard marine biodiversity;
- informing and influencing policies and practice affecting the marine environment; and
- supporting key national local institutions to help them deliver effective marine conservation.

Since 2011, we have worked across 17 countries with over 90 partners. We have contributed directly to the establishment or strengthening of over 50 marine protected areas and dozens of new no-take zones, witnessed a reduction in destructive fishing activities at 45% of all sites and seen evidence of recovery in key species groups and habitats. A recent external review of the Marine Programme showed that we are making strong progress and indicated clear need and opportunity for FFI to further grow this programme of work. (Please see our [website](#) for an overview of current projects.)

The Opportunity

We are seeking an exceptional, highly experienced marine conservationist to deliver and support our growing, dynamic and exciting international marine programme. You will lead programme implementation and will manage a significant internal marine grant facility which has been established to support and co-finance the delivery of the three key pillars of our marine strategy (putting in place effectively managed marine areas, improving key policies affecting the marine environment and helping to strengthen marine conservation institutions in the countries where we work). This will be delivered in close collaboration with the Director, Conservation Science & Design, team members and marine-focused regional programme staff.

You will have an advanced degree or equivalent qualification in a marine conservation-related field and substantial relevant overseas experience of marine conservation practice, with a direct understanding of NGOs and their role in marine conservation, both in-country and internationally. You will have experience of developing strategy in the context of wider institutional priorities, of leading complex programmes of work and will be able to demonstrate evidence of results-based delivery at programme level. You will have proven experience in delivering across a diverse workload, which can be applied and translated to a wide range of contexts and cultures. You will be an inspiring leader, able to steer our marine work and build a wider profile for our successes to date. You will have experience of public engagement on expert platforms, at NGO events and in the media, strong written communication skills and substantial evidence of fundraising success, including from high-level and multilateral sources.

Your excellent interpersonal skills will enable you to build strong working relationships, both with key external stakeholders and within FFI (including with project leaders and with regional marine staff, regional directors and Senior Management Team). Your people management skills will ensure that staff deliver effectively against aims, objectives and timelines, while your leadership skills will help to ensure delivery of a coherent programme of work across different regions and cross-cutting teams.

Your proven grant, project and financial management skills will ensure that you manage FFI's substantial internal marine grant facility to achieve maximum impact and to meet its stated aims in line with donor requirements. You will ensure effective, timely and strategic targeting of funds in line with institutional and marine priorities, and will actively support marine-focused fundraising across the organisation to ensure a strong and diverse stream of co-finance for our marine programme.

You will be a strong team player and enjoy working in a dynamic environment where the ability to respond swiftly to changing organisational and team needs is paramount. With a proactive and pre-emptive approach to your work, you will seek to add value and work with minimal supervision, in line with the wider organisational ethos of FFI. Fluency in English is essential.

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. In addition, FFI offers a generous pension contribution, attractive annual leave allowance and life insurance.

Our offices are located in The David Attenborough Building in central Cambridge, just a few minutes' walk from glorious historic buildings and museums, the picturesque River Cam, the central market and shopping centre, and a host of cafés and restaurants.

Terms and Conditions

Start Date:	Mid-February 2019
Duration of Contract:	Open
Probation Period:	Six months
Salary:	circa £45,000
Location:	Fauna & Flora International, Cambridge
Benefits:	<p>25 working days' annual holiday entitlement plus Public/Bank Holidays and any normal working days that fall between 24 December to 1 January inclusive, during which time FFI UK offices are closed</p> <p>For employees on UK-based contracts, FFI currently provides a pension contribution of 8% of salary after 3 months' continuous employment.</p> <p>Group Life insurance, currently set at a benefit of 4 x basic salary</p>
Hours of Work:	This is a full-time position, working Monday to Friday from 9.00am to 5.30pm, with a one-hour lunch break.

Job Description

Job Title:	Head of Marine
Reporting to:	Director, Conservation Science & Design
Line manages:	Technical Specialist, Marine (Learning and Impact Assessment), Conservation Science & Design Technical Specialist, Illegal & Destructive Fisheries, Conservation Science & Design

Responsibilities include:

- Leading the development and delivery of FFI's marine programme, responsible for shaping strategy, developing new directions of work and providing specific skills and technical knowledge on marine conservation, in line with wider institutional priorities and FFI's ethos for conservation delivery
- Promoting and representing FFI at external meetings, in the media and in developing external contacts relating to the marine environment
- Leading the management and delivery of a significant marine conservation grant and internal grant-making facility, and ensuring grant management processes, in line with FFI best practice, are upheld
- Mobilising additional funding for marine work

- Managing staff employed to work on marine issues within the Conservation Science & Design team in line with FFI best practice
- Contributing to the wider work of the Conservation Science & Design team, sharing wider technical skills and supporting wider organisational processes (such as impact assessment).

Specific Responsibilities:

Development

- In consultation with the Director, Conservation Science & Design and Senior Director, Conservation Partnerships, lead on the strategic planning and development of FFI's marine programme in alignment with FFI's business plan
- In collaboration with the Fundraising team, identify prospective funders and donors for approved projects and for the wider marine programme, developing and nurturing funder/donor relationships as appropriate
- In consultation with the Director, Conservation Science & Design and working with relevant marine team members, develop and input to project proposals in line with approved strategy and FFI's project cycle and lead proposals for wider marine programmatic funding
- In co-ordination with colleagues across FFI, proactively develop an enhanced network of contacts with international, national and local organisations working in the marine environment
- Undertake regular horizon scans of upcoming marine threats and opportunities, and develop FFI position papers on key issues and/or incorporate into work-streams

Management

- Directly lead the management and delivery of marine programmatic grant funding, including ensuring:
 - appropriate project selection, in collaboration with regional and cross-cutting teams, and in close collaboration with the Senior Management Team
 - support to project development, including specific technical and strategic inputs
 - review of project proposals to ensure that we support the most impactful projects, with robust theories of change and clear milestones in place
 - management and sign off of internal grant agreements, and tracking of project delivery against targets
 - timely and careful financial tracking of spend and current allocations
 - accurate and timely annual reporting to the donor, and internal reporting as required
- Provide line management of nominated individuals through objective setting, continuous performance management, annual appraisal, training provision and personal development planning
- Support team members to ensure work plans are in place to meet project aims, objectives and timelines
- Manage, coordinate and support the development and implementation of marine activities across FFI in line with approved marine strategy, work plans and budgets, with guidance from the Director, Conservation Science & Design, and Senior Director, Conservation Partnerships
- Support regional programme teams and marine technical specialists in threat analysis, partnerships and project development, and lesson learning
- Ensure project delivery and impact is tracked across the full range of initiatives funded from marine-specific donor funds to inform learning, adaptive management and ongoing funding priorities

- Manage the direction of the cross-regional Marine Working Group to ensure cohesion and learning across different teams engaged in the marine environment

Representation

- Represent FFI's marine programme to internal and external stakeholders, including government agencies, NGOs, for-profit entities, academic institutions, funders, donors and media, proactively developing its profile and promoting its work and approach
- Engage in relevant policy dialogues with a view to influencing positively policies that impact on marine
- Represent FFI at key fora, including consultations, negotiations, briefings, meetings and workshops
- Liaise directly with the Communications team to develop a marine communications strategy and to promote FFI's marine work
- Develop high quality, targeted written outputs that raise the profile of FFI's marine programme and its contribution to the wider marine conservation environment

Technical input

- Provide direct technical input to the design, development, implementation and monitoring of marine projects and initiatives
- Provide technical advice and guidance to regional teams in the development and implementation of specific marine projects and initiatives
- Provide technical reviews for both internal and external grant funds on a range of biodiversity conservation issues including but not exclusively, marine

Learning

- Conduct or co-ordinate research into strategic or upcoming issues identified as a priority to improve internal knowledge
- Provide support and training to other teams within FFI on marine issues
- Support and enable the application of climate adaptation planning methodology to marine sites within FFI
- Ensure adequate monitoring and impact assessment is built into, and tracked in, all marine projects, through management of appropriate staff
- Undertake or oversee project evaluations as required for improved management

General

- With agreement of the line manager, perform other tasks that may be requested from time to time that are appropriate to skills and experience, including broader representation of FFI and its programmes.
- Assist in dealing with external enquiries relating to the work of the Conservation Science & Design team, including those relating to the marine programme

Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Excellent leadership and people management skills • Strategic planning skills • Strong technical marine skills • Strong project management skills • Strong financial management skills, including budgeting, financial tracking and reporting • Exceptional grant management skills • Excellent verbal communication and interpersonal skills, with the ability and confidence to present, and influence at a variety of levels • Excellent written communication skills including technical report and proposal writing • Ability to gather and analyse technical information, both qualitative and quantitative • Strong organisational / time management skills • Excellent attention to detail • Ability to think laterally and creatively • Fluency in written and spoken English • High proficiency in standard word processing, spreadsheet and database programmes, including Microsoft Office package 	<ul style="list-style-type: none"> • Fluency in another language relevant to FFI's areas of operation
Knowledge and experience	<ul style="list-style-type: none"> • Advanced degree or equivalent level qualification in a relevant discipline • Substantial proven experience in marine conservation, including on the ground delivery in low income countries • A strong technical background and understanding of a broad range of marine conservation issues • Experience in people management and team leadership • Experience in strategy development • Experience in marine project management, with evidence of results-focused delivery • Good understanding of international conservation and of the NGO sector • Experience of policy engagement and advocacy • Proven track record of high level fundraising including from bilateral agencies and private sector donors 	<ul style="list-style-type: none"> • Experience of working in an NGO environment • Experience of global policy environment for coastal, reef and fisheries management • Prior experience of managing a portfolio grant fund

Behavioural qualities	<ul style="list-style-type: none"> • Builds positive personal and organisational relationships • Able to deal with challenges in a positive way • Problem-solver • Able to balance competing priorities, work under pressure and to deadlines • Self-motivated and able to work independently • Team player, demonstrating ability to seek out and harness the views and contributions of others • Commitment to responsible management of donor funds 	
Other	<ul style="list-style-type: none"> • Strong commitment to FFI's mission • Entitlement to work in the UK • Ability to undertake international travel 	

How to Apply

Applications, consisting of a covering letter explaining why you feel you should be considered for this post, a full CV (tailored to the role as advertised, highlighting relevant experience and achievements) and contact details for two referees (who will not be contacted without your permission) should be sent to jessica.walker@fauna-flora.org

Please mark your application '**Head of Marine**'. The closing date for applications is **Sunday 13 January 2019**. Interviews are likely to be held on Monday 4 February and Wednesday 6 February 2019.

Candidates selected for interview will be contacted by email or telephone – please specify your preferred method of contact in your covering letter and indicate where you saw the position advertised.

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

FFI 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 Officer, FFI, on Tel: +44 (0)1223 749044 or Email: jade.bedwell@fauna-flora.org.

FFI values diversity and is committed to equality of opportunity