



Integrated Conservation & Livelihoods Project Manager FFI Cambodia Country Programme

“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.

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.

Cambodia Programme

Cambodia supports a rich variety of wildlife and habitats, including Asian elephants, Siamese crocodiles, giant ibises, the largest freshwater lake in Southeast Asia, pristine rainforests and important coastal habitats. FFI has been working to support biodiversity conservation and sustainable development in Cambodia since 1996, and established a programme office in Phnom Penh in 2000.

Achievements of the Cambodian programme include: conducting the first benchmark surveys of tigers, elephants, Siamese crocodiles and other wildlife in northern, eastern and southwest Cambodia; contributing to the creation of two major protected areas in the Cardamom Mountains; establishing three community-based wetland sanctuaries; training protected area managers in two wildlife sanctuaries; assisting development of national legislation; developing toolkits for addressing human-elephant conflict; helping to establish Cambodia's first marine protected area; establishing Cambodia's first Masters of Science course and national reference collections; publishing Cambodia's first scientific journal, a national field guide to amphibians, and national guidelines for sustainable development in protected areas.

Integrated Conservation & Livelihoods Project, Cambodia

The Cardamom Mountains are one of the most intact and diverse landscapes in mainland Southeast Asia and hold the largest continuous tract of pristine rainforest in the region. More than 70 species here are on the International Union for the Conservation Nature's (IUCN) Red List and for many of these the Cardamom Mountains represents their last real hope of survival in Indochina. Key examples include: the Asian elephant (Endangered), and the Siamese crocodile (Critically Endangered) – with the Cardamom Mountains holding the world's largest population of this species.

The indigenous Khmer Daeum “Original Cambodians” historically lived in harmony with the natural landscape, depending upon its resources for their livelihoods whilst respecting elephants and revering crocodiles, believing them to be their ancestors’ spirits. Displacement from their customary lands under the Khmer Rouge further marginalised and impoverished these communities and undermined these cultural values. Many indigenous people have returned to the area which is now also occupied by ex-Khmer Rouge and others from elsewhere in Cambodia, all trying to make a living in an area where there are few livelihood options not reliant on natural resources. Coupled with wider economic drivers, this situation has led to increased pressure on the forest, threatening the survival of wildlife and undermining the sustainability of ecosystem goods and services on which people’s livelihoods depend.

The Integrated Conservation & Livelihoods Project (ICLP) focuses on strengthening food and income security for female and male members of the poorest and marginalized communities in ways that are compatible with – and increase support for – biodiversity conservation. Through a participatory market systems development (PMSD) approach, FFI supports women and men to sustainably produce, consume and sell locally identified priority products including poultry, rice and essential oils.

The Opportunity

FFI is seeking an experienced project manager to manage FFI’s Integrated Conservation & Livelihoods Project in Cambodia. This project supports local people to strengthen their food and income security and secure a future for some of the country’s most threatened wildlife and the habitats and landscapes that they rely on.

You will have a strong proven track record in project and grant management and be skilled in providing strategic advice and technical input to the design, development, implementation, evaluation and reporting of projects. You will have experience in managing agricultural development projects using a market-based approach and will have technical expertise in sustainable livelihoods and food security. Experience in or knowledge of biodiversity conservation will be an advantage.

Strong leadership and people management skills are essential to the role, as is the ability to work effectively in a cross-cultural environment, 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 able to develop and manage 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 FFI operates, as well as a commitment to organisational, donor and legal compliance. You will have an advanced degree or equivalent level qualification in a relevant discipline and/or substantial experience in a related role. Experience working in the South-East Asia region is desirable.

Terms and Conditions

Start Date:	July 2019
Duration of Contract:	One-year fixed-term contract
Probation Period:	Six months
Gross Salary:	circa USD 35,000 per annum
Benefits:	For international appointments, FFI expatriate benefits will 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)➤ Accommodation allowance
Location:	The position will be based in Phnom Penh, with travel to monitor projects in the field and elsewhere internationally as required
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
	NB: This is an unaccompanied position

Job Description

Job Title:	Integrated Conservation & Livelihoods Project Manager, FFI Cambodia Country Programme
Reporting to:	Country Director, FFI Cambodia Country Programme
Line Manager of:	ICLP Project Coordinator ICLP Senior Veterinary Officer ICLP Agronomist ICLP Project Officer ICLP Volunteers and Students
Key Internal Relationships:	Flagship Species Manager, FFI Cambodia Country Programme Director of Operations, Asia-Pacific Asia-Pacific Programme Team (UK) Finance and Administration Manager, FFI Cambodia Country Programme Senior Technical Adviser, Conservation, Livelihoods & Governance Finance Team Cross-cutting Teams Programme and Project Managers Communications and Fundraising Departments

Working with: The Integrated Conservation & Livelihoods Project Manager will routinely liaise with national and local government agencies, local communities and community-based organisations, international and national partner NGOs and for-profit entities, academic institutions, funders and donors, and staff from the FFI Cambodia Programme, representing the values and interests of FFI at all times.

Purpose:

Oversee project implementation, ensuring sound operational and financial management and compliance with internal policies and procedures, contracts/grant agreements and relevant statutory and regulatory frameworks. This will include fundraising and strategic managerial and technical input to the Integrated Livelihoods & Conservation Project, all as required and in line with FFI's mission, vision and strategic aims. This position will work in close collaboration with national staff and provide mentoring and build capacity of national staff to support the on-going work of the projects.

Main Duties: Under the supervision of the Cambodia Country Director, working in close day-to-day collaboration and coordination with the Finance and Administration Manager, Cambodia, and Project Managers, and liaising closely with the Asia Pacific Regional Team, the Integrated Conservation & Livelihoods Project Manager will have the following Responsibilities:

Operational Management

- Manage the implementation and delivery of projects within the Integrated Conservation & Livelihoods Project, ensuring compliance with FFI operating standards, policies and procedures, and contracts and grant agreements. Project activities include:
 - Sustainable agricultural development focusing on rice and poultry for isolated and hard to reach indigenous and marginalised populations in Cambodia's Cardamom Mountains
 - Participatory market system development for products that strengthen income and food security for local populations while reducing drivers for unsustainable forest practices
- Develop and manage processes for the effective monitoring and evaluation of projects, ensuring timely adaptation as required to meet project aims, objectives and timelines, and support the dissemination of lessons learnt
- Conduct frequent site visits to research, guide and evaluate project actions with local communities, government counterparts and project field staff
- Identify, and where possible, address the capacity needs of local communities and participating government staff by providing or sourcing additional training and mentoring
- Provide strong and motivational line management to the ICLP staff through objective setting, continuous performance management, annual appraisals, training provision and personal development planning to ensure the efficient and effective delivery of the programme
- Support project team members to ensure work plans are in place to meet project aims, objectives and timelines and ensure that projects are implemented in line with work plans and within budget
- Ensure that work undertaken by the ICLP Team is in compliance with institutional Health & Safety policies and procedures to manage and minimise risk within the FFI Cambodia Country Programme procedures

Financial Management

- With the support of the Finance and Administration Manager (in Cambodia), the Finance Business Partner (in the UK), and the in-country finance teams, ensure the following for projects managed by this position:
 - Accurate financial management
 - Compliance with internal financial policies and procedures
 - Compliance with contracts and grant agreements, including co-financing and procurement requirements
- Ensure timely and accurate technical, operational and financial donor and institutional reporting

Programme Development

- In collaboration with the Country Director and Senior Technical Adviser, Conservation, Livelihoods & Governance, contribute to the strategic planning and development of the FFI Cambodia Country Programme, in particular the aspects associated with the Integrated Conservation & Livelihoods Project, in line with FFI's business plan and strategy, including advising on technical aspects, opportunities, priorities and optimal use of funds
- In collaboration with the Country Director, Project Managers and technical specialists, develop and input to project concepts and proposals, in line with approved strategic plans and FFI's project cycle
- Proactively identify prospective funders and donors and develop tailored proposals to fund approved projects, working with the Finance and Administration Manager (in Cambodia) and Finance Business Partner (in the UK) to ensure accurate budgeting, staff and overhead charging and cost recovery
- Ensure that funding and donor proposals and resulting contracts and grant agreements are appropriate to, and comply with, FFI operating standards and implementation conditions within Cambodia
- Proactively develop and nurture relationships with prospective and existing funders and donors, ensuring open and regular communication and hosting donor visits as required

Technical Input

- Provide technical advice and input on livelihoods and governance issues in project design, development, implementation and monitoring
- Ensure that the Integrated Conservation & Livelihoods Project, and associated species-focused projects in the Cardamoms, comply with FFI's organisational livelihoods and governance positions, including respect for Free, Prior and Informed Consent and gender equality
- For projects managed by this position, oversee and develop project reports for donors and programme reports and briefings for FFI and Government partners, as required, and to a high standard
- Where appropriate, and in close collaboration with the Senior Technical Adviser, Conservation, Livelihoods & Governance and relevant project managers, provide technical livelihoods support to other FFI projects in Cambodia.
- Manage, support and assist the project team using an adaptive management approach for fieldwork, data collection, analysis, interpretation, presentation and reporting, and ensure that M&E indicators are designed and tracked correctly
- Identify and where possible address the capacity needs of local communities and participating government staff by providing or sourcing additional training and mentoring
- Provide mentoring and build the management and technical capacity of national staff within the FFI Cambodia Country Programme to support future localisation of role and responsibilities

Partnership Development

- Proactively identify, develop and nurture relationships and partnerships with third parties, including national and local government agencies, local communities and community-based organisations, international and national partner NGOs and for-profit entities, academic institutions
- Ensure meaningful consultation with appropriate stakeholders in the development and implementation of biodiversity work within the FFI Cambodia and Myanmar Country Programmes

Programme Learning

In close collaboration with the global Conservation, Livelihoods & Governance (CLG) team:

- Ensure that learning from the project is documented and shared internally including through FFI's Livelihoods & Governance Community of Practice, and externally where appropriate
- Keep abreast of emerging trends and good practice at the interface between conservation, sustainable livelihoods and natural resource governance – both within FFI and externally - and ensure that knowledge gained is available across the organisation and its partner agencies

Communications

- Bring to the attention of the Country Director any news-worthy items arising within the country programme

Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none">• Excellent and collaborative project management skills with proven experience in coordination and implementation of large-scale conservation/forest management projects• Excellent leadership and people management skills, with ability to motivate and performance manage individuals to achieve excellence• Strong relevant technical skills in sustainable livelihoods development• Proven ability to collaborate effectively with partner organisations• Proven grant financial and budget management skills• Ability to plan and think strategically and to manage complex multi-stakeholder projects to deliver to deadlines• Proven ability to assess capacity, mentor and develop skills of project staff and other partners• Strong problem solving, negotiation and conflict management skills	<ul style="list-style-type: none">• GIS mapping skills• First Aid Skills especially in remote wilderness areas• Ability to drive a 4-wheel drive vehicle

	<ul style="list-style-type: none"> • Strengths in organisation and coordination of field logistics and operations • Strong, clear verbal and written communication skills, including proposal writing and technical report writing • Fluency in English, both spoken and written • Strong Microsoft Office skills and experience with data management systems 	
Knowledge and experience	<ul style="list-style-type: none"> • A Masters' degree or equivalent qualification in, natural resources management or other relevant field or equivalent experience and/or substantial experience in a related role • Experience of managing agricultural development projects • Knowledge of market systems development approaches • Experience of building capacity, including training, coaching and mentoring others in a cross-cultural environment • Proven experience in securing funding and managing funder relationships • Experience of implementing and reporting on grant funding 	<ul style="list-style-type: none"> • Experience in gender-sensitive approaches to working with communities • Relevant experience in biodiversity conservation • Experience of working in South-east Asia • An understanding of key issues impacting conservation in Cambodia • Proven track record of working successfully with government counterparts, preferably in Asia
Behavioural qualities	<ul style="list-style-type: none"> • Highly collaborative, output-driven and transparent team player • Ability to work within a dynamic and often high pressure environment • Culturally sensitive and flexible and adaptable to change • Ability to build and maintain positive personal and organisational relationships • Demonstrated commitment to supporting sustainable livelihoods of marginalised peoples • Honesty and integrity with a rigorous approach to work • Commitment to FFI's mission and vision • Commitment to organisational and legal compliance and responsible management of donor funds 	
Other	<ul style="list-style-type: none"> • Current, valid driving licence 	

How to Apply

Applications, consisting of a covering letter, a full CV and contact details for two referees (who will not be approached without your permission), should be sent electronically to Ahab Downer, at ahab.downer@fauna-flora.org

In your cover letter, please explain why you feel you should be considered for this post, highlighting your relevant skills, knowledge and experience and how they meet the requirements of the role profile.

Please mark your application '**Integrated Conservation & Livelihoods Project Manager, FFI Cambodia Country Programme**' and indicate in your covering letter where you saw the position advertised.

The closing date for applications is **Wednesday 17 April 2019**.

Candidates selected for interview will be contacted by email or telephone. Please specify your preferred method of contact in your covering letter. Interviews will be held in Cambridge UK, in Phnom Penh Cambodia, or over Skype (or equivalent VOIP) or telephone if necessary.

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

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