



Marine Programme Manager, Myanmar

“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.

Myanmar Programme

Myanmar, the second largest country in mainland Southeast Asia, is home to a wealth of biodiversity. The country still harbours large tracts of forest and many charismatic and unique species. In stark contrast to the country's biological riches, over two thirds of the country's human population currently live below the poverty line and depend on natural resources for their survival. Despite their high dependence on natural resources, local people have been excluded from decisions concerning the country's protected areas. Yet this situation is slowly changing. For the first time, grass roots organisations are being established to address issues of environmental governance and human welfare.

FFI is working with these emerging organisations from the snowy and mountainous north of the country in Kachin State to the densely forested and tropical south in Tanintharyi Region. In partnership with Government, NGOs and civil society, FFI's work in Myanmar covers a range of diverse subjects including working on threatened species, forest, freshwater, karst and marine ecosystems, building skills in protected area management, engaging with the agriculture sector (palm oil) and awareness raising on the issues facing the country as it develops.

Myanmar Marine Programme

FFI's marine work in Myanmar has been running since 2012 initially focusing on the Myeik Archipelago, a vast 4 million ha marine seascape consisting of over 800 islands along Myanmar's most southern coastline. The archipelago is a biologically rich and diverse seascape abound with unique, rare and threatened flora and fauna and the lifeblood of many island and coastal communities. Over the past six years FFI has undertaken comprehensive surveys of the coral reef, seagrass and mangrove ecosystems along with socio-economic surveys with local island communities. The work has culminated in Myanmar's first Locally Managed Marine Areas (LMMAs) and the identification of key biodiverse areas ear-marked for inclusion in an MPA network. In addition to the Tanintharyi work, FFI has also been working on species-specific projects including marine turtles and sharks and rays, and alongside local project partners is working towards long-term conservation of these species. Furthermore since 2015 FFI has been managing a capacity building project focusing on the marine science departments of three universities in Myanmar. The project hub is Patheingyi University, training and providing small research grants to students in biological monitoring. At a more national level, the FFI marine programme works to support the development of laws and policies ensuring both environmental and social aspects of marine conservation and fisheries management are addressed.

The Location: Yangon

Yangon (formerly Rangoon) is the business capital of Myanmar and a fast developing city of approximately 6 million people.

The Opportunity

FFI is now seeking a Marine Programme Manager to coordinate its multi-faceted Myanmar Marine Programme. The position oversees projects on Marine Protected Areas establishment, Locally Managed Marine Area management and shark, ray and marine turtle conservation projects. This position will be working in close collaboration with national staff and provide mentoring and build capacity to support the on-going work of the projects. In addition the role works closely with a number of partners including local indigenous communities, business groups, government, INGOs and research Institutions. The candidate will have skills and experience in project implementation and financial management, fundraising and be able to provide strategic managerial and technical input to the FFI Myanmar Marine Programme in line with FFI's mission, vision and strategic aims.

Terms and Conditions

Start Date:	As soon as possible
Duration of Contract:	Two-year fixed-term contract
Probation Period:	Six months
Gross Salary Range:	USD 36,000 – USD 38,500 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:	Yangon, Myanmar
Hours of Work:	This is a full-time position, working Monday to Friday for 8 hours from 8.30am to 5.30pm, with a one hour lunch break. NB: This is an unaccompanied position

Job Description

Job Title:	Marine Programme Manager, Myanmar
Reporting to:	Country Director, Myanmar
Working with:	Country Director, Myanmar Tanintharyi Forest Programme Manager, Myanmar Director of Operations, Asia- Pacific Head of Finance and Administration, Myanmar Operations Manager, Myanmar Marine Technical Specialist, Asia-Pacific Head of Marine, UK FFI Finance and Communications teams, UK

The Marine Programme 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, 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 FFI Myanmar Marine Programme as required and in line with FFI's mission, vision and strategic aims. This position will be working in close collaboration with national staff and provide mentoring and build capacity of national staff to support the on-going work of the projects.

Responsibilities:

Programme Development

- In collaboration with the Myanmar Country Director, contribute to the strategic planning and development of the FFI Myanmar Marine Programme, in particular the aspects associated with biodiversity, 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 Myanmar Country Director, Heads of Teams, 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 Head of Finance and Administration (in Myanmar) 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 Indonesia
- Proactively develop and nurture relationships with prospective and existing funders and donors, ensuring open and regular communication and hosting donor visits as required

Operational Management

- Provide strong and motivational line management to the FFI Myanmar marine team through objective setting, continuous performance management, annual appraisals, training provision and personal development planning to ensure the efficient and effective delivery of the programme
- Contribute to the management of project implementation and delivery across the FFI Myanmar Country Programme, ensuring compliance with FFI operating standards, policies and procedures, and contracts and grant agreements
- 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
- In collaboration with the UK Monitoring and Evaluation Team, 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
- Ensure that work undertaken by the FFI Myanmar marine team is in compliance with institutional Health & Safety policies and procedures and Area Risk Assessments to manage and minimise risk within the FFI Myanmar Country Programme procedures

Financial Management

- With the support of the Head of Finance and Administration (in Myanmar), the Finance Business Partner (in the UK), and the in-country finance teams, ensure that for projects managed by this position, there is:
 - Accurate financial management
 - Compliance with internal financial policies and procedures
 - Compliance with contracts and grant agreements, including co-financing and procurement requirements
- Working with project managers and finance teams, ensure timely and accurate technical, operational and financial donor and institutional reporting
- Responsible budget holder for all grants under the FFI Myanmar Marine Programme.

Technical Input

- Provide technical advice and input on marine biodiversity and conservation issues and priorities, project design, development, implementation and monitoring
- Provide technical advice as required to partner organisations and individual community-based initiatives, including advice in the areas of institutional development, governance and financial management
- 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

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 marine work within the FFI Myanmar Country Programme

- Provide technical assistance to the Department of Fisheries (DoF) and Forest Department (FD) / Nature and Wildlife Conservation Division (NWCD) to develop policies and regulatory frameworks for the development of a marine protected area system, collaborative marine protected area management, and the development of Locally Managed Marine Areas (LMMAs)

Programme Representation

- Represent the marine elements of the FFI Myanmar Country Programme, developing its profile and promoting its work to third parties, including diplomatic and government agencies, communities, NGOs, for-profit entities, academic institutions, funders and donors, and media
- Represent FFI at key fora, including consultations, negotiations, meetings, workshops and briefings
- Engage in relevant policy dialogues with a view to influencing positively policies that impact on biodiversity

Communications

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

Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Excellent project management skills, including project design, development, implementation, impact monitoring and evaluation • Excellent people management skills, with ability to motivate and performance manage individuals to achieve excellence • Excellent financial management and numeracy skills, including budgeting and financial tracking • Ability to deliver multiple streams of work, to multiple donors, involving diverse stakeholders • Strong technical marine conservation skills • Strong interpersonal and verbal communication skills, including presentation and networking skills • Excellent written communication skills, including proposal writing • Proven people skills, especially of working in multi-cultural environments and with non-English speakers • Proven ability to assess capacity, mentor and develop skills of project staff and other partners • Strong technical reporting skills, including ability to analyse and interpret data • Proven fundraising and funder relationship management skills 	<ul style="list-style-type: none"> • Dealing with and supervising university staff and students • History of technical and/or scientific publications

	<ul style="list-style-type: none"> • Strong prioritisation and time management skills, with ability to work to multiple deadlines and a clear focus on delivery of outputs • Good attention to detail, especially in data organisation and management • Skills in country level strategic planning • Fluency in written and spoken English 	
Knowledge and experience	<ul style="list-style-type: none"> • A degree or equivalent qualification in marine biology or a related discipline • Substantial experience in marine conservation, including project development and management • Proven experience with designing, establishing and supporting local managed marine areas (LMMAs), Marine Protected Areas (MPAs), fishing restrictions and other forms of spatially or thematically explicit marine conservation management approaches • Strong technical background and understanding of a range of marine conservation issues • Proven experience managing large grants and multiple projects • Proven track record in project development and fundraising • Demonstrable experience working effectively with partner organisations, including governments, national and local NGOs, community groups and for-profit entities • Experience working at a strategic level within a small and regionally dispersed team • Experience in policy development • Experience in species specific national action plan development • Demonstrated experience with capacity development including training, coaching and mentoring others • Experience working with local communities on marine conservation or fisheries related projects • An understanding and experience of working in or with NGOs • Minimum dive certification (PADI Rescue Diver or equivalent) 	<ul style="list-style-type: none"> • An advanced degree or equivalent training or experience in marine conservation, marine biology, fisheries management, biology, or a related discipline • Divemaster or above certification • Marine turtle conservation • Shark and ray conservation
Behavioural qualities	<ul style="list-style-type: none"> • Builds positive personal and organisational relationships • Ability to deal with challenges in a positive way • Commitment to organisational and legal compliance and to responsible management of donor funds 	<ul style="list-style-type: none"> • Interest in indigenous cultures and customary resource management • Some knowledge of Burmese language

	<ul style="list-style-type: none"> • Ability to work independently with limited supervision • Flexible and responsive to the needs of the organisation 	
Other	<ul style="list-style-type: none"> • Ability to conduct field work on isolated islands for several days at a time including staying on small boats, basic sleeping conditions 	

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 Thang Cin (thang.cin@fauna-flora.org) and Mark Grindley (mark.grindley@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 '**Marine Programme Manager, Myanmar**'.

The closing date for applications is **19 May 2019**. We aim to contact candidates selected for interview by the end of May via email or telephone. Please specify your preferred method of contact in your covering letter and indicate where you saw the position advertised.

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