



JOB DESCRIPTION: CONSERVATION MANAGER, WWF GABON

The World Wide Fund for Nature (WWF) is one of the largest independent conservation organizations in the world. Active in almost 100 countries, we have been working in the Congo Basin in Central Africa for more than 20 years. Our mission is to stop environmental degradation in the world and build a future where people live in harmony with nature. For our office in Gabon, we are looking for a dynamic and committed Conservation Manager who will lead the development, implementation and coordination of WWF conservation programs; Ensure the ongoing alignment of the WWF Gabon strategic and conservation plans with national priorities including strong delivery on the WWF Gabon Conservation key performance indicators.

I. Major Duties and Responsibilities:

- Coordinates the operational implementation of the WWF Gabon strategic and Conservation Plans: leads conservation staff in developing annual work plans, and oversees and ensures implementation of those plans;
- Provides advice and support to the Country Director for conservation aspects
- Promotes the vision and objectives of the strategic and Conservation Plans to external and WWF stakeholders, and participates in strategic partnership-building/fundraising approach in collaboration with the Country Director and other leaders in the region as appropriate;
- Develops regularly reviewed and updated project monitoring tools- data collection, formats, check-lists of program activities and procedures;
- Streamlines reporting systems- provide assistance to program managers and project leaders, including external offices in the process of completing the different reporting formats;
- Manages and coaches conservation staff and provide them with technical assistance;
- Monitors projects progress and problems encountered and correction measures to be taken;
- Ensures that all reports (technical and financial) are submitted and posted on WWF database in due times;
- *Provides leadership in the development on the conservation Plan by identifying and designing new projects through participatory processes.*

II. Profile:

Required Qualifications:

- More than 10 years of professional experience of which at least 5 years in a management role in Central Africa, with demonstrated success in managing multidisciplinary teams;
- Minimum Master's degree in an environmental/conservation field. An additional university degree and training in business management, international relations/development or other related fields would be a strong advantage;
- Proven experience in developing, leading and managing large-scale programs and/or institutions in conservation, natural resource management, international development and/or other related fields;
- A proven leader with experience leading and managing conservation programs in Gabon and the region, including cross-border conservation programs

- Good knowledge and understanding of conservation priorities and programs in the sub-region and in Gabon in particular
- Superior oral and written communication skills in English and French

- **Required Skills and Competencies:**

- Proven leadership and team management skills;
- Fluency in English and French;
- Demonstrated skills in project planning, proposal writing, financial management, implementation, evaluation and experience working with donors;
- Strong vocational interest in nature conservation.

III. Working Relationships:

Internal – The Head of conservation will work closely with the Country Director and country team, the regional conservation team and the WWF network.

External – Interacts with technical department in Ministries, as well as the government agencies, non-governmental organizations, academic institutions, the media, donors, specialists/consultants and other stakeholders.

IV. WWF's Values & Behaviours: *adherence to WWF values (Courage, Collaboration, Respect, and Integrity).*

This job description covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff. Other tasks may be assigned as necessary according to organizational needs.

V. How to apply

Send your CVs and cover letters to wwfgab@wwfgab.org

The object must be "**DC WWF GABON**". Thank you in advance for your interest in this announcement. Only candidates with the required profile will be contacted. If you are not contacted six (06) weeks after the deadline, consider your application unsuccessful.

Applicants must have the legal right to live and work in Gabon *without* employer sponsorship

Deadline for sending applications: February 28th 2023.

The persons applying must have the legal rights to work in Gabon.