



Juan Pablo Moreiras/FFI

Senior Programme Manager,
Extractives & Development Infrastructure
(Parental Leave Cover)

“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.

Extractives & Development Infrastructure Programme

FFI has been working with the extractives and development infrastructure sectors for over 25 years. The Extractives and Development Infrastructure Programme has evolved from a corporate partnerships programme to a series of strategic alliances, collaborations and field interventions. The Programme is core to FFI's continued success and positioning in the conservation arena. We provide innovative solutions to biodiversity challenges including biodiversity strategies, biodiversity management planning, offsets, risk & opportunity assessment, and we are increasing our work on International Finance Corporation's (IFC) and other Multilateral Financial Institution's Performance Standards and requirements. Our aspiration is to create an environment where the extractives and development infrastructure sectors make a net positive contribution to biodiversity conservation. FFI focuses its strategy for engaging with these sectors on three main themes:

- Direct partnerships with companies to help them manage their impacts on biodiversity, ranging from advising on biodiversity policy issues, to assisting companies in developing and delivering biodiversity strategies and action plans
- Identifying and influencing the levers for change in business performance (such as the financial markets and government policy and planning) to drive a long term process of positive change in the way that business manages its impacts on biodiversity
- Tracking, investigating and responding to issues relevant to both business and biodiversity by developing innovative partnerships

FFI is responding to rapidly changing contexts where landscapes are increasingly fragmented and altered by indirect and induced impacts associated with ancillary and linear infrastructure developed to reach minerals or economic development nodes. We have operated primarily with exploration and mineral exploitation in a wide range of countries and areas including Brazil, Chile, USA, Italy, North Africa, West Africa, East Africa, the North Sea, Indonesia, Middle East, Mongolia, SE Asia, the Americas and Australia. We have recent and active engagements with the following companies: Anglo American, Eni E&P, BP, De Beers, LafargeHolcim, Total, Woodside, Newmont, ERM, Mott MacDonald, RSK, The Biodiversity Consultancy and others.

Working with Business for Conservation

FFI will work with companies that are strategically committed to effective biodiversity management and conservation. We encourage operations to work to understand and manage their impacts on biodiversity, following the mitigation hierarchy and aspiring to global best practice standards such as committing to net positive contributions to biodiversity and ecosystem services. In order to

recognise and manage their risks, it is important that companies understand the biodiversity contexts of their operations in order to identify and, where appropriate, mitigate potential impacts and capitalise biodiversity opportunities associated with the company's operational and exploration sites.

Potentially, almost all that an operation does will have some possible impact on biodiversity. Such impacts are not limited to endangered or threatened plants and animals but include the impacts on ecosystem services and the natural value of land. Opportunities exist to help companies strengthen the management of biodiversity and ecosystem services.

The Opportunity

We are seeking a highly motivated, skilled and experienced individual to provide technical, management and coordination expertise to our work programmes and initiatives within the extractives and development infrastructure sectors across our portfolio. You will work closely with the Regional Directors, other Conservation Partnerships Programmes and the Director, Extractives and Development Infrastructure, working to integrate biodiversity management at a strategic and operational level in both marine and terrestrial environments. You will contribute to the development of new partnerships and programmes of work, working on the characterisation and management of biodiversity across global operations and integrating and embedding biodiversity across partner companies. You will be experienced in the development and implementation of a full spectrum of biodiversity and ecosystem services management, including the application of environmental impact assessment, environmental and social safeguards, biodiversity risk assessments, developing Biodiversity Action Plans, implementing the mitigation hierarchy, and conceptualising and planning biodiversity offsets. Your position will also support FFI's engagement with technical initiatives such as the Indicators Partnership, Biodiversity Indicators for Extractives and business and biodiversity forums.

This role will involve collaboration and coordination with a range of FFI and extractive and development infrastructure sector partnership staff and will require some international travel to meet project objectives and requirements. As a senior member of the team, you will be expected to become involved in all aspects of FFI conservation programmes and to encourage the use of global best practices to ensure the integration of biodiversity and ecosystem services aspects into all aspects of our work in these sectors.

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:	6 September 2019
Duration of Contract:	This is a temporary position to provide parental leave cover and will terminate on or before 23 September 2020 on the return of the Senior Programme Manager, Extractives & Development Infrastructure from parental leave.
Probation Period:	Three months
Salary Range:	£37,000 - £40,000 per annum
Location:	Fauna & Flora International, Cambridge UK,
Benefits:	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 For employees on UK-based contracts, FFI currently provides a pension contribution of 8% of salary after 3 months' continuous employment. Group Life insurance, currently set at a benefit of 4 x basic salary
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:	Senior Programme Manager, Extractives & Development Infrastructure
Responsible to:	Director, Extractives & Development Infrastructure
Key working relationships:	Senior Programme Managers, Extractives & Development Infrastructure Senior Technical Specialists, Extractives & Development Infrastructure Finance Business Partner, Conservation Partnerships

General Responsibilities:

Working from FFI's headquarters in Cambridge (UK), the Senior Programme Manager will have senior management development and technical responsibilities within the Extractives & Development Infrastructure team and will liaise closely with other parts of FFI:

Specific duties:

The Senior Programme Manager will undertake management, development and other responsibilities for assigned aspects of FFI's work with the extractives and development infrastructure sectors, including:

1. *Lead the development and implementation of designated extractive and development infrastructure Partnerships*

- Develop partnership visions and strategies, annual work plans and indicators for success and impact measurements for partnerships to ensure their objectives are met
- Lead the identification and development of opportunities to develop projects that will both strengthen understanding of, and capacity to deliver, effective biodiversity risk management within the business, and create positive impacts for local biodiversity and ecosystems
- Manage the team implementing the partnership work plans, and input technically to projects including new programmes of work
- Lead on the development of a communications strategy to promote partnerships to both internal and external stakeholders, including through industry, governmental and NGO networks and events
- Participate in the companies' biodiversity strategy workshops, which will feed into the partnerships' work programmes
- Ensure the overall partnerships contribute materially to the FFI mission of biodiversity conservation, collecting such 'evidence' of impact as is possible

2. *Provide Technical Lead on specific extractives and development infrastructure projects*

- Ensure all projects and the technical input given are in alignment with global best practice and sectoral standards, including for example, the application of mitigation hierarchy in management plans, identification of critical habitats when baselining, undertake a landscape and ecological approach to risk management including the identification and management of social issues and the development and implementation of Net Positive Impact (NPI) or No Net Loss (NNL) projects including, where appropriate offsetting projects
- Review and apply environmental and social safeguards, associated policy and environmental standards ensuring FFI's objectives-based frameworks are visible and mainstreamed into activities and project delivery

3. *Support effective management of FFI's Extractives & Development Infrastructure programme and successful delivery of its programme of work*

- Where relevant, ensure employee work plans are in place to meet project aims, objectives and timelines and ensure that tasks are implemented in line with work plans
- Provide leadership in the area of impact monitoring for FFI's Extractives & Development Infrastructure programme and related corporate partnership work, liaising closely with other team members and with the Director, Conservation Science & Design

4. *Lead the development and implementation of new FFI extractives and development infrastructure partnerships including those in multi-use landscapes*

- Develop and input to project concepts and proposals, in line with approved strategic plans and in adherence to FFI's project cycle
- Proactively develop and nurture relationships with prospective and existing funders and donors

- Develop tailored proposals to fund approved projects, working with the Finance Business Partner 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
- Manage the implementation of projects, ensuring compliance with FFI operating standards, policies and procedures, and contracts and grant agreements
- Lead cross-functional and cross-programme engagement for these projects, working in particular with the Agricultural Landscapes team and Regional Programmes
- Under the guidance of the Director, Extractives & Development Infrastructure, track emerging issues linking to extractives, development infrastructure and biodiversity and participate in selected events
- Draw lessons learned from existing corporate partnerships and feed them into the above fora as appropriate and support the Extractives & Development Infrastructure team members in the development of new contacts and partnerships
- Together with the Director, Extractives & Development Infrastructure, lead the development of Extractives & Development Infrastructure programme strategy and new partnerships
- Work closely with the Director, Extractives & Development Infrastructure, to inform and help develop the vision and strategy for the Extractives & Development Infrastructure initiatives and the development of new programmes of work within the Extractives & Development Infrastructure and broader Conservation Partnerships Programmes
- Identify areas of potential future collaboration and appropriate funding sources to deliver the above, focusing on the extractives and development infrastructure sectors
- Respond to requests for support on extractives and development infrastructure partnership development from regions of FFI's operation and work with them to develop these partnerships

5. Other Responsibilities

- Work with the Communications Specialist (Conservation Partnerships) to develop and implement effective communications for the Extractives & Development Infrastructure programme
- Lead the FFI Green Group in the implementation of FFI's Environment Policy and associated activities
- Undertake any other tasks commensurate with the position that may be requested of you, from time-to-time, by your Line Manager

Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Strong project management skills with experience in project planning, financial management, reporting and evaluation • Strong communication and presentation skills (written and verbal), to both technical and non-technical audiences • Ability to think laterally and creatively • Networking and collaborating skills 	<ul style="list-style-type: none"> • Grant/ proposal application writing • French, Spanish or Portuguese language skills

	<ul style="list-style-type: none"> • Excellent team player with the ability also to work well under own initiative • A self-starter • Strong negotiating and influencing skills • Ability to prioritise and manage time effectively • Excellent spoken and written English • Excellent report writing skills 	
Knowledge and experience	<ul style="list-style-type: none"> • A post-graduate Degree or equivalent level qualification in a biodiversity or environmental management related subject (e.g. zoology, ecology, botany, geography, international development or environmental studies) • Knowledge of IFC's PS6 and other MFI Performance Standards • Experience working in cross-sector partnerships, especially NGO/corporate partnerships • Expertise in biodiversity risk assessment, action planning, monitoring and impact assessment in the field • Knowledge and application of ecosystem services assessment tools • Knowledge of biodiversity metrics, measurements and indicators • Experience of corporate environmental management systems and environmental impact assessments gained in an international environment • Experience in capacity building and awareness raising 	<ul style="list-style-type: none"> • Good understanding of international conservation and of the NGO sector • Knowledge of biodiversity offsets and associated metrics • An understanding of and experience of working in or with NGOs • Experience of working in/with the extractives sector • Significant proven track record and experience of working on environmental and/or conservation issues in a developing country context or of environmental issues within the private sector
Behavioural qualities	<ul style="list-style-type: none"> • Highly motivated and driven • Strong demonstrable commitment to conservation • Leadership skills • Ability to show initiative, to work independently and as part of a team • Reliability and efficiency, with good organisational skills and time management. • Ability to assess and prioritise tasks effectively to accomplish projects to deadlines • Ability and willingness to travel • Entitlement to work in the UK • Committed to FFI's mission 	

How to Apply

Applications should consist of the following:

1. A cover letter outlining how you meet the requirements of the role and your motivations for applying
2. A full CV and contact details for two referees (who will not be approached without your permission)
3. An example of a recent project you have undertaken that you consider demonstrates your ability to apply the skills called for in the job description given above

and should be sent by email to pippa.howard@fauna-flora.org

Please mark your application '**Senior Programme Manager, Extractives & Development Infrastructure**'.

The closing date for applications is **Sunday 18 August 2019**. Interviews will be held on **Tuesday 27 August 2019**.

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