



## Technical Specialist, Halcyon Impact & Learning, Conservation Science & Design

“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 Conservation Science & Design team works closely with, and provides support to, other FFI staff and our partner organisations, ensuring decisions and actions are based on a good understanding of the context and how change happens, and enabling 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 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.

### **Halcyon Land & Sea**

Halcyon Land & Sea is an internal fund dedicated to securing areas of high biodiversity habitats, facing threat of destruction, under conservation management for perpetuity. It was established in 1998 by FFI and Lisbet Rausing, and has evolved to focus on finding innovative and entrepreneurial ways to secure threatened land with a sister fund focusing on marine sites. It funds projects that secure sites through land purchase, lease, local land stewardship, putting in place effective management (where this has been lacking) and other mechanisms for protecting sites, while always working with local partners and communities.

This internal fund has been responsible for catalysing some of FFI and its partners' most iconic projects over more than twenty years. The Halcyon portfolio includes 55 projects from across 26 countries, and has actively secured 9.4 million hectares of critical habitat. A recent external review of the Halcyon portfolio showed that we are making strong progress and indicated clear need and opportunity for FFI to further grow this programme of work and to gather and share learning from our portfolio in order to strengthen global conservation practice.

### **Understanding our impact**

FFI has developed an institutional approach to allow us to improve our project-level monitoring, whilst aggregating project data to demonstrate organisational impact. Key to the success of this approach is working with individual teams to ensure that projects are well planned with a clear and articulated

pathway to change, and ensuring that monitoring tracks progression towards long-term impact. Not only does this allow us to demonstrate success in our work, but it is a key mechanism for learning what is, and is not, achieving the expected conservation outcomes, and provides a route for the documentation and sharing of learning across our portfolio and more widely.

## The Opportunity

We are offering a unique opportunity to work as part of a team which supports FFI's Halcyon Land & Sea (Halcyon) portfolio, by collating and interpreting the impact of our work and actively disseminating learning from across the portfolio. Your focus will be on identifying pertinent lessons and experiences useful to others in the sector (internal and external to FFI's network), and capturing and sharing results across the portfolio and from comparisons between projects' experiences. You will publish findings in outputs designed for key practitioner audiences, but also for academic publication where relevant. To do this you will engage with Halcyon funded project teams and partners drawing on their evidence and experience and relating this to wider literature and case studies from across the conservation community. In addition, you will support Halcyon funded project teams and partners to develop or deliver effective mechanisms for collecting evidence and demonstrating progress towards conservation impact underpinned by theory-based approaches. You will also play an important role as part of the Halcyon team in supporting internal grant making and reporting processes.

You will have strong interdisciplinary analytical skills and the ability to distil complex information, combined with the ability to support and facilitate others to develop context-specific monitoring processes. You will have strong experience and understanding of the needs of the terrestrial conservation landscape, what learning will be most relevant to practice, and how this is best communicated to reach key practitioner audiences. You will bring demonstrable experience of identifying and translating relevant field-based evidence and experience for wider learning, of developing high-quality learning documents aimed at practitioner audiences, and of presenting complicated information to a range of audiences, both scientific and more general. You will have proven understanding of conservation project design and monitoring and evaluation, a good understanding and experience of the realities of conservation project delivery in less developed country contexts, strong communication skills, and the ability to work constructively with a range of stakeholders, specifically with in-country teams and partners in a range of cultural contexts.

In return, the role offers the opportunity to work within a ground-breaking and entrepreneurial organisation, at the forefront of global conservation, allowing you 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

<b>Start Date:</b>	As soon as possible
<b>Duration of Contract:</b>	Permanent
<b>Probation Period:</b>	Six months
<b>Salary:</b>	circa £30,000 - £33,000 per annum, dependant on skills and experience
<b>Location:</b>	Fauna & Flora International, Cambridge. Some travel within the UK and internationally may be required. (Some remote working may be considered)
<b>Benefits:</b>	<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>
<b>Hours of Work:</b>	This is a full-time position, working Monday to Friday from 9.00am to 5.30pm, with a one-hour lunch break.

## Job Description

<b>Job Title:</b>	Technical Specialist, Halcyon Impact & Learning, Conservation Science & Design
<b>Reporting to:</b>	Senior Programme Manager (Halcyon & Impact), Conservation Science & Design
<b>Line manages:</b>	N/A
<b>Key Internal Relationships:</b>	Director, Conservation Science & Design Senior Programme Manager (Species & Impact), Conservation Science & Design Programme Officer, Marine (Impact & Learning), Conservation Science & Design Programme Assistant, Conservation Science & Design Regional/Operational Directors Project teams delivering Halcyon funded projects

**Purpose:**

The Technical Specialist, Halcyon Impact & Learning, will identify and collate relevant evidence and experiences from across the Halcyon portfolio and will use this to facilitate or lead the development of internal and external documents to disseminate learning from the portfolio. These may be thematic

learning assessments, case studies, briefing or advisory documents or (where appropriate) academic publications exploring key factors underpinning the success or failure of different terrestrial conservation approaches across the portfolio. These outputs will be informed by project reports, interactions with project teams, facilitated cross-team discussions, and occasionally post-hoc evaluations of project evidence.

The outputs will respond to needs identified across the conservation sector and will help to inform the effective delivery of future conservation initiatives. They will play an important role in the external profiling of Halcyon Land & Sea. The post holder will also ensure that robust project design, evidence collection and impact assessment processes continue to be adopted and effectively applied within individual Halcyon projects, to ensure that the fund's objectives are being met and that processes align with wider organisational approaches. In addition, the post holder will play an important role in supporting Halcyon Land & Sea grant making and reporting processes.

### **Evidence & Learning Dissemination**

- Engage with Halcyon project teams to develop a record of evidence and experience as to how and why projects have been successful or faced challenges, identify good practices and experiential learning (including things that did not work) relating to terrestrial conservation.
- Analyse evidence generated by project teams from the Halcyon portfolio to contribute to thematic learning relevant to wider debates within the conservation sector. This will require drawing upon insights from project team members, project reports, project monitoring and evaluation evidence, and the wider literature and external conservation community.
- Coordinate and engage in regular cross-team meetings to bring together Halcyon grantees as a basis for both sharing learning between Halcyon projects and to inform the development of learning products and bespoke (virtual) peer-to-peer learning exchanges.
- Produce high-quality externally facing products (including case studies, briefing notes, popular science articles, blogs and where appropriate peer-reviewed publications) to disseminate thematic learning relevant to and suitable for practitioner audiences, working with the Communications team to identify the most appropriate communications channels where appropriate.
- Communicate actively about Halcyon projects and learning generated from them through internal mechanisms to ensure wide dissemination (and uptake) of learning from the portfolio, including through Yammer and FFI's intranet.

### **Design, Monitoring & Evaluation**

- Lead and / or facilitate processes to ensure that all Halcyon projects have in place Theories of Change and aligned monitoring plans and indicators, and relate these back to key Halcyon outcomes to allow portfolio level tracking.
- Provide technical support to project teams to implement monitoring plans, particularly identifying methods, collating and interpreting evidence and conducting self-evaluations of progress towards anticipated outcomes, thereby informing their adaptive management, learning, and donor reporting. This will primarily, but not exclusively, focus on Halcyon projects and priorities will be determined in agreement with the Senior Programme Manager (Halcyon & Impact).
- Contribute to institutional annual reporting processes and ensure coherence between Halcyon reporting and institutional impact assessment processes, ensuring efficiency and lack of duplication wherever possible.
- Actively engage with those working to understand FFI's impact across the organisation (through the FFI Impact Group) to ensure a coherent and joined up approach to monitoring, evaluation and learning across the organisation and to support cross-learning between FFI projects.

### Grant Management Support

- Support the Director, Conservation Science & Design, with grant management processes for Halcyon Land & Sea, including providing advice and reviews on proposals, communication with project teams, and donor reporting.

### Development

- Support project teams to use Theories of Change and linked monitoring plans developed for Halcyon-funded projects to inform wider fundraising proposals
- Conduct or coordinate research into strategic or upcoming issues identified as a priority to improve internal knowledge, predominantly around terrestrial conservation, impact assessment and learning strategies, and develop briefings, research pieces or policy briefs.

### General

- As requested by the Director, Conservation Science & Design or Senior Programme Manager (Halcyon & Impact), provide other support (in line with the post holders' skills and experience) to other team members or teams.
- With agreement of 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.
- Undertake regular technical reviews for both internal and external grant funds on a range of conservation issues.
- Where required, represent FFI and its Halcyon portfolio at appropriate external meetings.
- Supervise staff, temporary internships and work placements as required.
- Assist in dealing with external enquiries relating to the work of the Conservation Science & Design team.

## Person Specification

	Essential	Desirable
<b>Skills</b>	<ul style="list-style-type: none"><li>• Ability to undertake self-led, desk based technical research, compiling, analysing, and evaluating interdisciplinary evidence from a range of sources and presenting findings clearly to directly inform project implementation</li><li>• Excellent writing skills for a range of audiences, including journal articles, blog posts, reports, and technical briefs</li><li>• Technical skills relating to development and implementation of monitoring and evaluation systems in terrestrial environments as they relate to biodiversity, threat reduction, sustainable livelihoods, stakeholder participation, and partnerships</li><li>• Technical conservation skills, preferably in terrestrial conservation approaches</li><li>• Skills in building partner capacity and/or facilitating workshops and discussion groups</li></ul>	<ul style="list-style-type: none"><li>• Survey design and statistical analysis skills (preferably of biodiversity and/or socio-economic data)</li><li>• Working proficiency in other languages - particularly French, Spanish, Portuguese or Bahasa Indonesia.</li></ul>

	<ul style="list-style-type: none"> <li>• An ability to build and manage relationships with a wide range of individuals and partner organisations, virtually as well as in person</li> <li>• Strong prioritisation, attention to detail and time management skills, with proven ability to work to multiple deadlines and a clear focus on delivery of outputs</li> <li>• Fluency in written and spoken English</li> </ul>	
<b>Knowledge and experience</b>	<ul style="list-style-type: none"> <li>• An advanced degree and demonstrable experience in delivering terrestrial conservation</li> <li>• Good knowledge and experience of biodiversity and socio-economic monitoring tools and approaches relevant for the terrestrial environment, including Theory of Change</li> <li>• Good knowledge of the international conservation sector and an understanding of key issues and areas of interest to which learning from the Halcyon portfolio could contribute</li> <li>• Extensive experience of producing learning documents for a range of audiences (including blogs, briefing notes, and case studies)</li> <li>• Experience of facilitating workshops, particularly project design and monitoring planning processes</li> <li>• Good understanding of field project operations and constraints in the type of countries where FFI works (and the implications of this for adapting project monitoring and assessment processes)</li> <li>• Experience of working in or with international NGOs</li> <li>• Experience of working with remote teams</li> <li>• Experience of writing for peer-reviewed academic journals or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in the preparation of project funding bids and proposals</li> <li>• Project management experience including project planning, tracking and reporting</li> </ul>
<b>Behavioural qualities</b>	<ul style="list-style-type: none"> <li>• Committed to FFI's vision, mission and values</li> <li>• Builds positive personal and institutional relationships</li> <li>• Self-starter, able to work well under own initiative</li> <li>• Team player, demonstrating ability to seek out and harness the views and contributions of others</li> <li>• Ability to deal with challenges in a positive way</li> <li>• A pragmatic and logical approach to solving problems, with ability to balance competing priorities</li> <li>• Cultural sensitivity</li> </ul>	

<b>Other</b>	<ul style="list-style-type: none"> <li>• Entitlement to work in the UK</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness and ability to undertake international travel</li> </ul>
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## FFI Values

Values underpin who we are and how we act. Just as values shape who we are as individuals, they define us as an organisation, creating the culture of success for which Fauna & Flora International (FFI) is renowned. Our people exemplify our shared values, which are interconnected and interdependent:

- We act with integrity
- We are collaborative
- We are committed
- We are supportive & respectful
- We get things done

## How to Apply

Applications, consisting of a covering letter explaining why you are applying for the position and relating your experience and skills to the role, a full CV, and contact details for two referees (who will not be approached without your permission), should be submitted electronically to [jack.murphy@fauna-flora.org](mailto:jack.murphy@fauna-flora.org)

Please mark your application '**Technical Specialist, Halcyon Impact & Learning**' and indicate in your covering letter where you saw this position advertised.

The closing date for applications is **Sunday 27 September 2020**

Candidates selected for interview will be invited by email or phone as soon as possible. Interviews will most likely be held **on 5-10 October 2020**.

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](mailto:jade.bedwell@fauna-flora.org).

FFI values diversity and is committed to equality of opportunity