



Conservation Leadership Programme (CLP) Internship, FFI

“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's vision is a sustainable future for the planet, where biodiversity is effectively conserved by the people who live closest to it, supported by the global community. Our Mission is to conserve threatened species and ecosystems worldwide, working with partners to deliver local solutions that are scientifically robust and enhance human well-being. Founded in 1903, FFI is the world's longest established international conservation body; our conservation work, and impact, spans the globe.

Conservation Leadership Programme (CLP)

FFI is a partner in the [Conservation Leadership Programme \(CLP\)](#), a hugely successful and longstanding programme that awards project funding and provides targeted capacity building (training, internships, mentoring and an active alumni network) to future conservation leaders mainly working in developing countries.

The mission of CLP is to support the next generation of leaders to better understand and conserve the natural world by building their professional skills and providing them with opportunities to advance in their careers.

Since 1985, CLP has been providing vital career stepping stones to an extensive network of over 2,800 conservation practitioners who have delivered outstanding results, contributed to the advance of scientific knowledge and delivered practical actions to overcome threats to species and habitats. CLP alumni have discovered new species, started their own non-governmental organisations and used their results to designate important conservation sites. Their ongoing initiatives are also helping to monitor the state and health of the planet.

The Opportunity

FFI is offering a paid internship for a three-month period from October 2021.

CLP is looking for a passionate and proactive individual with a proven interest in pursuing a career in the conservation sector. The successful applicant will also have:

- An interest in communications and capacity-building for conservation
- Some experience of producing communications content and using relevant software

Note that this internship has been designed to create a professional development opportunity for people who are new to the conservation sector. Therefore, applicants should have less than three years' paid or unpaid experience in the conservation sector (not including academic work).

Terms and Conditions

Start Date:	October 2021
Duration of Contract:	Three months
Probation Period:	Four weeks
Salary:	£18,000 per annum pro rata
Location:	Fauna & Flora International, David Attenborough Building, Cambridge with some home working
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 Group Life insurance, currently set at a benefit of 4 x basic salary
Hours of Work:	This is a part-time position, working 22.5 hours per week Tuesday to Thursday inclusive.

Role Summary

The purpose of this internship is to evaluate and promote the Conservation Leadership Programme (CLP) Internship Scheme to achieve three key objectives: 1) evaluate the effectiveness of past CLP internships, 2) communicate the impact of the CLP Internship Scheme, and 3) help develop the Scheme and increase donor interest and investment. CLP has a long history of supporting successful internships hosted by our partner organisations (FFI, BirdLife International, and WCS) but this has yet to be properly evaluated or widely communicated. Over the course of this three-month placement, the intern will also be fully integrated into the CLP Management Team and CLP Partnership, taking part in bi-weekly meetings and regularly interacting with BirdLife, FFI and WCS staff.

The intern will be directly co-supervised by two members of the CLP Management team: CLP Programme Officer, FFI and CLP Communications Executive, FFI. As the coordinator of the CLP Internship Scheme, the CLP Programme Officer will provide the intern with a detailed overview of the Scheme, in-person support, and all the information they need to interview past CLP interns (e.g., contact details, internship proposals and outcomes). They will also provide supervision on any guidelines the intern develops for future internship programmes. The CLP Communications Executive will provide guidance on content planning and development based on the interviews, including feedback on content for the website and social media. They will also help the intern think strategically about any content they develop and assist the intern with analytics they perform on the published content.

Through direct mentorship with members of the CLP team, the intern will be trained in a range of skills that will be valuable for a future career in the conservation sector, including skills in qualitative research and reporting, communications, and project management.

Specific Responsibilities

The successful applicant will be responsible for evaluating and promoting CLP's Internship Scheme, which has supported a number of successful internships within FFI and across the other CLP partner organisations (BirdLife and WCS) by providing on-the-job training and networking opportunities to over 140 early-career conservationists globally. The successful applicant will address the current needs of our Internship Scheme by undertaking the following activities:

- 1. Evaluating the effectiveness of the CLP Internship Scheme by identifying, researching and interviewing current and past CLP interns**
 - Planning and developing an interview guide
 - Interviewing a subset of representative CLP interns to:
 - i. Evaluate how the scheme has benefited them professionally (e.g. learning new skills and building networks)
 - ii. Identify any successful outcomes and accomplishments (e.g. a permanent role at the host organisation or a conservation impact)
 - iii. Detect potential areas to develop/improve for future internship schemes

- 2. Communicating the impact of the CLP Internship Scheme by developing and publishing communications outputs**
 - Based on the interview responses, the intern will draft articles to be published on the CLP website and potentially in partner organisation channels
 - Source relevant images and video content to accompany the articles
 - Produce promotional social media content

- 3. Helping to develop the CLP Internship Scheme and increase donor interest and investment by researching and producing additional resources**
 - Help the CLP Management Team develop additional resources, such as a set of guidelines for establishing inclusive and impactful internship programmes, and to inform our own planning for the next tranche of internship funding we receive (e.g. professional development resources)
 - Share findings with relevant FFI and partner staff, and other stakeholders (e.g. donors)

Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Excellent interpersonal and communication skills (written and verbal), including ability to liaise across teams and cultures • Ability to plan, organise and prioritise workload • Fluent written and spoken English 	<ul style="list-style-type: none"> • Proficiency in other languages (French/Spanish)
Knowledge and experience	<ul style="list-style-type: none"> • Keen interest in and knowledge of biodiversity conservation • Relevant experience in producing communications content and using related software 	<ul style="list-style-type: none"> • BSc related to the field of Natural Sciences, Conservation or Communications • Experience using video editing

	<ul style="list-style-type: none"> • Use of MS Office Software Suite 	software
Behavioural qualities	<ul style="list-style-type: none"> • Open to learning and able to pick up new skills quickly • Builds positive working relationships • Team player, also able to work independently and use own initiative • Flexible to respond to demands of operating across different cultures and time-zones • Commitment to FFI's values • Interest and empathy with FFI's mission 	
Other	<ul style="list-style-type: none"> • Entitlement to work in the UK • Stable internet connection at home • Willingness to come into FFI Head Office in Cambridge, UK, on a weekly basis • Access to a personal laptop 	

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 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 consisting of a cover letter and a full CV should be submitted via email to: henry.rees@fauna-flora.org

Please mark your application “[YOUR NAME] - Conservation Leadership Programme (CLP) Internship’ and indicate in your cover letter where you saw this position advertised.

The closing date for applications is **Sunday, 19 September, 2021**

Interviews will be held in the week commencing 27 September 2021. Due to the Covid-19 outbreak, we anticipate that interviews will be held remotely.

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