



Senior Technical Adviser (Conservation Impact & Risk), Asia-Pacific

“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.

Asia-Pacific Programme

In collaboration with local partners, FFI currently undertakes a broad range of conservation initiatives in Cambodia, Indonesia, Myanmar and Vietnam, with country programme offices in Phnom Penh, Jakarta, Yangon and Hanoi. We currently support around 70 projects in the region, involving a team of staff (c. 300), consultants, volunteers and partner organisations, and have an annual regional budget of approximately USD 8 million.

Drawing on our core biodiversity conservation skills, experience and wider strengths across the organisation, including conservation finance, business engagement, community livelihoods and governance, wildlife trade, capacity building for conservation, conservation design and monitoring, marine conservation, and sustainable agriculture and enterprise, we are global leaders in our efforts to safeguard vulnerable ecosystems and species. Please see www.fauna-flora.org for an overview of current projects.

The Opportunity

FFI is seeking a highly experienced conservation professional to support the technical selection, design and delivery of projects across our Asia-Pacific Programme. Working with country project leads and FFI's cross-cutting technical expertise, you will ensure that the most appropriate technical skills and experience inform the design and delivery of our work.

We are looking for an individual with a demonstrated commitment to biodiversity conservation, high level technical knowledge, substantive project management expertise and on-the-ground experience working in biodiversity conservation in SE Asia.

Your experience in people management will enable you to motivate and empower individuals to deliver in their roles. Your ability to harness skills effectively from across the organisation will be essential to this role. You will be able to build collaborative relationships and working arrangements across diverse and dispersed teams, demonstrating cultural awareness and sensitivity. You will bring senior technical credibility, substantive experience of operational, project, grant and financial management and a thorough understanding of risks and risk management of people and projects in complex and challenging environments.

You will be a skilled and credible communicator, confident working with a diverse and remote team, partner organisations, funders, government departments and other relevant stakeholders. You will have a proven track record in designing and/or managing large-scale statutory grants as well as working with a range of other funders.

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

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|------------------------------|--|
| Start Date: | As soon as possible |
| Duration of Contract: | Permanent |
| Probation Period: | Six months |
| Salary: | circa £45,000 per annum |
| Location: | Fauna & Flora International, Cambridge (some remote working from within the UK may be considered) |
| 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 37.5 hours per week, Monday to Friday inclusive. |

Job Description

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|------------------------------------|---|
| Job Title: | Senior Technical Adviser (Conservation Impact & Risk), Asia-Pacific |
| Reporting to: | Director of Operations, Asia-Pacific |
| Line manages: | Nominated staff |
| Key Internal Relationships: | Regional and Cross-cutting Programme and Project Teams Technical Specialist, Marine, Asia-Pacific Technical Specialist, Terrestrial, Asia-Pacific Finance Business Partner, Asia Pacific Statutory Funding Team Development and Communications Teams |

Purpose:

- Carry out technical assessment of potential projects within Asia Pacific in line with FFI strategy, taking into consideration feasibility, conservation impact and long-term sustainability, and advise the Director of Operations accordingly
- Ensure the effective technical design and delivery of projects within Asia Pacific through direct technical advice and input and through actively enabling the integration of skills, knowledge and experience from across the organisation
- Coordinate a small team of Technical Specialists to ensure their efficient deployment in line with organisational needs and priorities
- Support the Director of Operations through maintaining an up to date knowledge of health, safety & security and project risks and mitigation and work actively with teams to resolve issues
- Ensure appropriate and adequate MEL is in place for projects, working in close collaboration with the MEL team
- Provide technical guidance to the design of major new or existing projects or programmes and the development of major new fund-raising opportunities, particularly the coordination of large statutory funding applications

Responsibilities:**Line Management**

- Provide line management of nominated staff through objective setting, continuous performance management, annual appraisal, training provision and personal development planning to enable effective and timely technical input and support to projects within Asia-Pacific

Technical delivery

- Provide expert conservation advice, input and support to projects within Asia-Pacific, helping to ensure the effective selection, design and delivery of FFI's work
- Working closely with the Director of Operations, take responsibility for maintaining an up to date understanding and record of health, safety and security and other risks to people and projects and manage and/or escalate issues as appropriate in line with FFI policies and procedures
- Maintain an up to date understanding of safeguarding and human rights risks, issues and good practice within Asia Pacific
- Support teams in identifying potential partners or collaborators and take responsibility for the completion of appropriate due diligence
- Build and maintain strong relationships with technical leads across FFI and work collaboratively with them to ensure appropriate and effective integration of skills, knowledge and experience into project design and delivery
- Produce and coordinate inputs into technical documents, reports, briefings or other material as required as part of project and programme delivery, and provide technical input, guidance and review of material produced by other members of the Asia Pacific Programme
- Where required, take temporary responsibility for the direct management of projects on a day-to-day basis, taking into account FFI's ethos, approaches to project implementation, as well as specific grant agreement requirements
- Undertake technical reviews for both internal and external grant funds on a range of conservation issues for FFI globally
- Represent the Asia Pacific Programme at key internal meetings, working groups and workshops as requested by the Director of Operations, and coordinate regional attendance at thematic and other key working groups across FFI, using these opportunities to integrate the work in the region with that across FFI

- Represent FFI at key external meetings and in stakeholder fora as requested by the Director of Operations, providing expert technical input on relevant topics, actively promoting FFI's work in line with agreed strategic priorities and approaches, and positioning FFI as a credible and well-informed player in the biodiversity conservation space
- Maintain an up-to-date understanding of wider socio-political and environmental contexts, including other conservation initiatives, across the Asia Pacific region and specifically within FFI's countries of operation, to be able to identify upcoming threats and opportunities and help steer and adapt projects and country programmes appropriately
- Represent FFI as requested by the Director of Operations in priority policy dialogues with a view to exerting positive influence on targeted policies that impact on biodiversity conservation within the region and more widely in line with FFI's strategic priorities

Learning

- Maintain up to date knowledge and understanding of technical approaches pertinent to Asia Pacific and actively share learning internally and with partners, including enabling attendance of colleagues at relevant external fora
- Provide mentoring and share skills and knowledge to develop internal capacity within the Asia Pacific team and across FFI
- Support learning and development within the Asia Pacific team, including enabling their access to wider FFI skills and networks
- Work collaboratively with colleagues across FFI to capture learning and keep abreast of new and emerging issues in order to shape conservation responses across the Asia Pacific and other FFI programme areas and themes
- Work with the Director of Operations, Communications Team and Internal Communications Manager to ensure coordinated communication about FFI's work in Asia Pacific
- Maintain regular communication with the Director of Operations, Asia-Pacific, swiftly bringing to their attention any issues that may affect operations and delivery
- Undertake occasional site visits, where appropriate, to selected projects for consultation, planning, technical support and evaluation

Development

- In close collaboration with the fundraising teams, proactively build relationships with specified donors to secure support for FFI's work in Asia Pacific and globally
- In collaboration with the regional, cross-cutting and fundraising teams, identify funding opportunities and lead on and/or input to targeted proposals to secure support for FFI's work in Asia-Pacific and globally
- Ensure appropriate input from relevant cross-cutting teams into project proposals and design
- Working with the Statutory Funding team, lead and/or coordinate large statutory funding applications as requested
- Maintain good understanding of internal and external funding processes, and enable Asia Pacific staff to engage effectively with these to maximise funding outcomes

General

- Contribute impactful content for FFI's communications channels
- With agreement of Line Manager, perform any other tasks that may be requested from time to time that are appropriate to skills and experience, including broader representation of FFI

Person Specification

| | Essential | Desirable |
|---------------------------------|--|---|
| Skills | <ul style="list-style-type: none"> • Proven senior technical expertise in biodiversity conservation in SE Asia • Excellent people managements skills, with ability to motivate and performance manage individuals to achieve excellence • Excellent verbal and written communication skills, including report and proposal writing • Excellent organisational and prioritisation skills, with structured and methodical approach to work and a clear focus on results • Budgeting skills • Fluency in English (spoken and written) | <ul style="list-style-type: none"> • Language relevant to Asia Pacific • Facilitation skills |
| Knowledge and experience | <ul style="list-style-type: none"> • Advanced degree or equivalent qualification or experience in biodiversity conservation or related discipline • Substantive professional experience in biodiversity conservation, including field work • Proven experience in people management • Proven experience in project management, design, development, implementation, impact monitoring and evaluation, ideally in SE Asia • Understanding and experience of risks and risk management in complex and challenging environments • Experience of providing senior level technical input and support to the work of others • Proven grant management experience with major (statutory) donors • Proven fundraising record | <ul style="list-style-type: none"> • Experience collaborating with and/or mentoring government agencies, communities and community-based organisations, partner NGOs and for-profit entities at a senior level |
| Behavioural qualities | <ul style="list-style-type: none"> • Commitment to FFI's mission and vision • Commitment to and alignment with FFI's values • Team player, demonstrating ability to seek out and harness the views and contributions of others • Strong cultural awareness and sensitivity • Builds positive personal and organisational relationships, working and communicating effectively across teams and disciplines, showing commitment to inclusivity • Ability to work under pressure and to deadlines • Ability to deal with challenges in a positive way • Proactive and pre-emptive approach to work • Demonstrates readiness to adapt to continuously changing priorities | |
| Other | <ul style="list-style-type: none"> • Ability to undertake international travel | |

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 nazish.arshad@fauna-flora.org

Please mark your application '**Senior Technical Adviser (Conservation Impact & Risk), Asia Pacific**' and indicate in your covering letter where you saw this position advertised.

The closing date for applications is **Thursday, 14 October 2021**.

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