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WWF Cameroon seeks a Senior Field Programmes Coordinator

The World Wide Fund for Nature (WWF) is one of the largest independent conservation organizations in the world. We are an international NGO committed to environmental protection active in almost 100 countries. We have been working in the Congo Basin in Central Africa since 1978.

WWF has a large and growing conservation programme in Central Africa. We are implementing various projects dealing with protected areas management, forest management; support to various NGOs, Civil Society Organisations and many government ministries (Agriculture, Education, planning etc.) to promote sustainable development

For our Country Programme Office in Cameroon, we are looking for a dynamic and committed **Senior Field Programmes Coordinator** who will promote and ensure the highest standards of conservation delivery at field level in line with WWF- Cameroon Conservation Strategy and the WWF Practices' priorities.

Location: Yaoundé, Cameroon

Major Functions:

- Within the WWF Cameroon Country Programme Office (CCPO), the Senior Field Programmes Coordinator is responsible for the development, implementation and coordination of WWF field conservation programmes in Cameroon. He/she advises the Country Director on pertinent issues in Cameroon and provides essential input for the Programme's supervision, review and evaluation;
- In close cooperation with the Senior Policy & Conservation Coordinator, the Senior Field Programmes Coordinator works with national authorities, conservation partners and projects in Cameroon in their aim to maintain the biodiversity of the country and contribute to poverty alleviation;
- She/he will coordinate conservation development efforts for her/his streams and will be held accountable for that;
- The Senior Field Programmes Coordinator will oversee the following field programmes and thematic areas, **Jengi TNS Programme, Kudu Zombo Programme, Coastal Forests Programme, Climate & Energy** and **Wildlife & Protected Areas**.

Major Duties and Responsibilities:

- In close collaboration with the Senior Policy & Conservation Coordinator, initiates, evaluates and develops concepts, descriptions, operating plans and budgets for new projects in Cameroon;
- Provides targeted support to field programmes: restructuring of teams, alignment of programme activities with donor commitments and country strategy;
- Actively fundraises for approved projects within his portfolio;
- Enhance a culture of timely and quality reporting within the Programme, Funding and finance team, through the creation and management of a donor reporting database including the data before, during and after the project completion;
- Coordinates the implementation and management of WWF projects under his/her responsibility, and provides them with technical assistance. This includes performing on-site supervision to evaluate specific project progress, organizing and participating in



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- meetings to help determine conservation priorities;
- Ensures adequate and timely technical reporting internally and to relevant donors for projects within his portfolio;
- Following established WWF guidelines, ensures that appropriate monitoring & evaluation systems are implemented;
- Ensures that appropriate ecological and socio-economic monitoring systems are implemented in all WWF field sites;
- Ensures the development of project budgets for approval, monitors expenditures against budgets, and ensures the establishment of financial management systems of the projects;
- Manages and coaches direct reports;
- Improves the technical skills of programme managers;
- Develops and/or reviews terms of reference for project contracts and consultants;
- Contributes to the revision and implementation of the CCPO strategic plan.

What you need:

Required Qualifications

- At least a university degree in an appropriate field (conservation / environment / natural resource management wildlife / forest / terrestrial ecology). Additional academic training or a degree in a management field would be a strong asset;
- At least 8 years' professional experience in a project management role, 3 years of which should be in Cameroon with demonstrated success in managing multi-disciplinary teams;
- Demonstrate a strong working knowledge of forest and wildlife ecology and Management principles and/or poverty alleviation and development issues;
- Familiarity with WWF and funding agencies, especially the World Bank, EU, Government and Aid Agencies;
- Proven track record in successfully developing, leading and managing projects in the field of conservation, natural resource management, international development, and/or other related fields.

Required Skills and Competencies

- Proven leadership and team management skills;
- Fluency in English and French;
- Skilled in negotiation, liaison and in relationship and conflict management;
- Strong skills in project planning, proposal writing, financing, management, implementation, and evaluation, and experience working with donors;
- Strong organizational and analytical skills;
- Strong vocational interest in nature conservation;
- A working knowledge of financial management, especially of projects;
- Excellent inter-personal skills, with the ability to network and to develop and maintain strong relationships at all levels, both internally and with local communities, government agencies, the not-for-profit sector, the scientific community, the business community and the WWF Network;
- Adherence to WWF's values, which are: Knowledgeable, Optimistic, Determined and Engaging.



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Working Relationships

Internal: The Senior Field Conservation Programmes Coordinator will work closely with the Senior Policy & Conservation Coordinator, the Country Director and country team, the Africa Regional Conservation Initiatives Director, the Africa conservation team, and relevant WWF network staff.

External: Interacts with technical departments at MINFOF, MINEDEP, MINEPAT, MINADER, MINEPIA and other partner national governmental institutions, non-governmental organisations, academic institutions, the media, donors, specialists/ consultants and other stakeholders.

How to apply?

Email a Resume (CV) and Cover letter recruit-cam@wwfcam.org

The subject should read **SFPC-20**

Only those who meet the requirements will be contacted. If you have not been contacted one month after closing, please consider your application unsuccessful.

Deadline for applications: Wednesday, 8th April 2020

Female applicants are encouraged.

WWF is an equal opportunity employer and committed to having a diverse workforce