



together possible.

Bureau National du Programme WWF en RDC
4630, avenue de la Science
Immeuble 365 Offices Building (Entrée D)
Commune de la Gombe – Kinshasa
République Démocratique du Congo

Tel. 0976006100
B.P. 2847 Kinshasa I
E-mail : wwfdrc@wwfdrc.org
Website : www.panda.org

Numéro d'impôt : A0700478D

Job announcement

Position Title : **Salonga Program Coordinator**
Director Supervisor : Salonga Park Director
Post base/Location : Monkoto, DRC
Duration of Assignment : 2-years contract renewable

I. Context and Background

The World Wide Fund for Nature (WWF) has embarked on ambitious, field-based conservation programs across the Congo Basin. In the Democratic Republic of Congo (DRC), WWF is active in several landscape-scale sites, including the over 10 million ha Salonga landscape, encompassing Salonga National Park (SNP), the third largest tropical forest park in the world, a UNESCO World Heritage site, and a critical refuge for bonobos and forest elephants. The landscape program also works in peripheral community area. In addition to its importance for biodiversity conservation, this humid forest region is significant for carbon storage and maintaining water supplies. The program takes an integrated conservation approach with a consortium of NGO, government, community, and academic partners. Key conservation strategies include: protected area management; land use planning; law enforcement and species conservation; community-based natural resources management and livelihood improvement, e.g. through sustainable agriculture and forestry.

Effective protected area management is a corner stone of WWF's conservation efforts in the DRC, in close partnership with ICCN (*Institut Congolais pour la Conservation de la Nature*), the national protected area management authority. New, creative perspectives are needed to effectively manage protected areas in challenging social, economic, cultural, and logistical environments. WWF and ICCN have agreed to implement an innovative form of Public Private Partnership management approach in forms of co-management to professionalise the management of the park while also improving the life standards of communities living in the landscape.

II. Responsibilities and main tasks

As part of the Salonga Program team, the Salonga Programs Coordinator will be responsible for all technical departments' coordination of Salonga National Park under the supervision of the Park Director.

Partnerships and Fundraising

- Lead in the identification, establishment and coordination of key strategic partnerships, including local/international implementing partners and academic/research institutions;
- Work closely with the WWF DRC and WWF national offices' Fundraising and Communication teams to facilitate new funding opportunities including proposals writing and budget planning for submission to donors;

President: Pavan Sukhdev
Director General: Marco Lambertini
President Emeritus:
HRH The Duke of Edinburgh
Founder President:
HRH Prince Bernhard of The Netherlands

Registered as:
WWF-World Wide Fund For Nature
WWF-Fondo Mondiale per la Natura
WWF-Fondo Mundial para la Naturaleza
WWF-Fonds Mondial pour la Nature
WWF-Welt Natur Fonds
Also known as World Wildlife Fund

- Work with the WWF DRC Fundraising and Communication team to initiate events and products (including films et.) to raise the Salonga National Park's profile nationally and internationally;
- Attend Partnership Coordination meetings in the Salonga Landscape;
- Have at all times an overview of the current project and financial situation of the Salonga program (running projects, pipeline etc.) to inform project negotiations with donors

Conservation Planning and Administration

- Assist in technical development and implementation of projects in the Salonga Landscape;
- Assist in program oversight and coordination, implementation, and administrative/financial management as requested by Salonga Director;
- Have an overview of the Environmental Social Safeguards Framework and follow up with its implementation in Salonga Landscape
- Assist in preparation of Terms of Reference for hiring of contracted staff and third parties towards project implementation
- Ensure monitoring of key partner activities and relationships (JUREC, Chengeta Wildlife etc)
- Participate in UGPNS events or those of partners as needed;
- Contribute to the review of financial and narrative reports in accordance with donor agreements;
- Ensure that both WWF Network and donors are aware of progress of activities and possible adaptive management, outside of the technical reporting cycles;

Communications

In full collaboration with WWF DRC and other WWF's national offices Communication teams

- Support the implementation of Salonga communication strategy and related communication materials and initiatives;
- Ensure that Salonga Website is fed with good stories emerging from the Park's day-to-day life;
- Prepare status reports and communication packages with Communication team for Partnership members;
- Maintain open and fluid communication with WWF's national offices team and its partners.

III. Profile

Required Qualifications

- BA degree or equivalent in International Development, Business, Communications or related field.
- Over 5 years of relevant experience managing partnerships or grants.
- Demonstrated knowledge of international donor's desirable requirements, preferably EU, USAID, KfW, GIZ.

Required Skills and Competencies

- Proven experience in donor proposal development with partners is mandatory;
- General understanding of forest and wildlife ecology, and natural resource management principles is important;

- Good understanding of community-based natural resource management and rural livelihood issues;
- Experience working with government officials and donors;
- Strong administrative and financial management and excellent organizational skills and attention to detail;
- Excellent people and project management skills to handle complex, multi-faceted projects, and to negotiate and resolve conflicts;
- Excellent oral and written communications skills in French and English;
- Ability to live and work in remote and difficult conditions;
- Ability to live in multicultural context Courage, Integrity, Respect and Collaboration.
- Adheres to WWF's behaviours, which are: Strive for Impact, Listen deeply, Collaborate openly and innovate fearlessly.
- Affinity for nature conservation

Desired Skills and Competencies

- Familiarity with website and social media content;
- Good working knowledge of conservation projects and/or national park management and what it takes to effectively manage a large-scale park.

IV. Working Relationship:

Internal– Works closely with and reports to the Salonga Park Director, Regular interaction with DRC Director of Conservation, Landscape Rural Development Manager, Salonga Administrator, Salonga deputy Director, other program managers in WWF DRC such as from the protected area and the forest and agriculture program as well as with the Salonga Program and Administration Officers in WWF International and National Offices which support the Salonga programme.

External – Works with major DRC conservation donors and other technical partners working in the Salonga Landscape.

How to apply: Interested candidates should send by email a cover letter (with at least 3 references) and curriculum vitae to: recruit-wwfdrc@wwfdrc.org, with the mention:

“Salonga Program Coordinator” until the position is filled.

Only short-listed candidates will be contacted

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

Female candidates are strongly encouraged.