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WWF-Cambodia

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Annex 1

JOB DESCRIPTION

Position title: Community Patrolling Assistant, Eastern Plains Landscape, WWF-Cambodia

Directly reports to: Senior Community Patrolling Engagement Officer

Technically Report to: N/A

Supervises: N/A

Validity: One year, with annual performance review

Location: Sen Monorom, Mondulkiri province

Background

WWF has a long established presence in the Mekong region, starting in Vietnam in 1990. Since then, WWF operations have grown to four Country offices based in Cambodia (Phnom Penh), Laos (Vientiane), Thailand (Bangkok) & Vietnam (Hanoi), including a Regional team in the Hanoi, Vientiane and Bangkok offices. The 'Greater Mekong Programme Office' (GMPO) was officially formed in November 2005 merging WWF Indochina (Cambodia, Laos, Vietnam) and WWF Thailand. In order to be relevant with partners at provincial levels and deliver conservation results in landscapes, GMPO has also developed 20 field offices across the 4 countries and 6 landscapes.

WWF was one of the first international NGOs to implement livelihoods-based conservation projects in Cambodia by 1995. WWF is recognised by the Cambodian government and the general public as a major contributor to the sustainable development of the country through provision of science-based information and capacity-building for relevant stakeholders, conservation of priority places and improvement of livelihoods of vulnerable communities relying on those key biodiversity areas. In November 2016, WWF-Cambodia received an award from Cambodia's Prime Minister Hun Sen as recognition for our important work.

Cambodia's Eastern Plains Landscape (EPL) covers 28,000 km² and hosts a network of six Protected Areas forming the largest remaining relatively intact block of dry forest and one of the last biodiversity hotspots in Southeast Asia. The EPL is recognized as one of the 200 globally most valuable biodiversity Eco regions by WWF and other conservation organizations. This Key Biodiversity Area (KBA) has been experiencing rapid deforestation and is increasingly threatened by anthropogenic drivers including systemic poverty, unclear land rights, non-participatory land-use planning and weak governance.

President: Yolanda Kakabadse
Director General: James P. Leape
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



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In the core area of the EPL, Srepok Wildlife Sanctuary (SWS) and Phnom Prich Wildlife Sanctuary (PPWS) cover almost 6,000 km², providing agriculture and NTFP-based subsistence livelihoods to 30,000 individuals including 8,000 indigenous people. This mosaic forest landscape hosts populations of endangered and critically endangered species including Asian elephant, leopard, dhole, banteng, Siamese crocodile, Eld's deer, Giant ibis and three species of vultures.

The ecological integrity of the PPWS/SWS complex is threatened by loss of connectivity between the core zones of the two Protected Areas, affecting globally threatened species of wildlife and the livelihoods of local communities relying on the forest.

The target area of the project is the last potential wildlife corridor between these two core zones. Although it connects the core zones of the two Protected Areas, the wildlife corridor entirely legally sits within the SWS boundaries, covers approximately 250 km², and is home to eight communities totaling 3,500 people (including 50% indigenous people). Loss of connectivity happens mainly through illegal forest clearing by communities for agricultural purposes and in the absence of an enforced SWS management plan. Forest encroachment drives potential human-wildlife conflicts and the loss of forest ecosystem services such as NTFPs, water provision and climate regulation on which the communities depend.

The project will foster a 3-pronged strategic approach: (1) Biodiversity research and monitoring, (2) Sustainable agriculture-based livelihood improvement, and (3) Governance of PPWS/SWS biodiversity conservation corridor.

I. Major Function

The main responsibility of the **Community Patrolling Assistant** is to develop operational Work Plan, coordinate community patrolling related tasks with the other Community Engagement Officers, build capacity of the communities for effective and smooth implement of their Community Protected Area forest management and forest protection, and record the trek of the communities patrolling and report to Senior Officer of Community Patrolling Engagement. Furthermore, he /she will ensure the communities to have capacity to fulfil patrol report and financial report with transparent and accountability level.

II. Major Responsibilities

A. Project Planning, Implementation, Monitoring and Evaluation

- Develop work plan related community patrolling in (monthly, quarterly, and annually);
- Conduct regular communication with relevant stakeholders (local communities and the local authorities);
- Assist the Senior Community Patrolling Officer and the also BMZ Project Leader per request;
- Assist in developing and maintaining community patrol reports into the SMART report;
- Monitor the timely implementation and financial management of community as agreed in community contract agreement;
- Produce quality monthly and quarterly report and submit to supervisor and BMZ project leader.

B. Technical Support and Partnership Development

- Provide technical support to the stakeholders for the biodiversity connectivity between Community Protected Areas (CPAs) by facilitating and coordinating communities ' patrolling and getting local authorities support;



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- Build awareness to the local communities and local authorities related to forest protection in the Community Protected Areas;
- Maintaining close relationship with local communities and local authorities in order to achieve project objectives;

III. Working Relationships

1. Internal

- **WWF GMPO:** Interact on a regular basis with Senior Officer for Community Patrol Team and BMZ project leader.
- **WWF Network:** Coordinate and consult with related project focal persons

2. External

- Interact with Government agencies at provincial, district, and commune levels, as well as NGO partners, communities patrolling team, and other stakeholders. Some interaction with donors may be required.

IV. Requirements

1. Education and Qualification

- A minimum of a Bachelor degree in conservation/rural development/natural resource management/agro-forestry development/environmental or in relevant fields

2. Knowledge

- Technical knowledge of conservation, agro-forestry development and natural resource management in Cambodia;
- Capacity of writing quality Monthly and Quarterly report;
- Knowledge of using GIS, Map, and SMART application is a great advantage;
- Good team building;
- Knowledge of overall environment issues and context in Cambodia.

3. Experience

- At least 2 years practical experience in field of community patrolling or community development at grassroots level;
- Experience on community facilitation, especially multi cultures and under pressure;
- Experience of working and coordination with Government officers.

4. General Skill

- Human resource management, coaching and capacity building/development
- Financial management
- Presentation and communications
- Networking
- Teamwork



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- Planning, organisation, time management, facilitation, and coordination
- Influencing and negotiation
- Fluency in Khmer and written and good in spoken English. Knowledge of a local language (eg Bunong) would be an advantage
- Proficiency in MS Office;
- Database management is an advantage

5. Technical Skill

- Leadership and management
- Analysis
- Report writing
- Problem solving
- Monitoring and evaluation
- Mapping

6. Ability

- Willing to stay in remote areas
- Working on own initiative with minimum supervision and staying on task
- Travelling extensively

7. Personality

- Enthusiastic
- Organized
- Resourceful and creative

8. Job Competencies:

1. WWF Focus

Acts as a member of One WWF, placing higher priority on WWF's goals than own goals and anticipating the effects of own area's actions on others to ensure holistic WWF outcomes.

2. External Orientation

Looks outwards ensuring WWF stays relevant, continues to anticipate and adapt to external environmental and global trends.

3. Delivering Quality Outcomes

Establishes stretch goals, plans, using best judgement and takes responsibility for planning to and delivering on outcomes.

4. Building Working Relations

Builds collaborative relationships through the understanding and development of other's and own ideas.



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5. Communicating Effectively

Uses appropriate means of communication to convey messages, seeks input from others and ensures understanding

6. Leading Teams

Develops direction and shared purpose, builds a team through coaching to ensure the accomplishment of goals and high level team performance

7. Leading Change

Encourages and seeks out innovative solutions and brings people on a journey constructively and empathetically

8. Managing Resources

Makes the right judgements based on financial and resource availability

V. WWF's Mission and Values

1. It is part of every staff member's Job Description to contribute to **WWF's mission:**

WWF's Mission is to stop the degradation of the planet's natural environment and to build a future in which humans live in harmony with nature, by:

- *conserving the world's biological diversity*
- *ensuring that the use of renewable natural resources is sustainable*
- *reducing pollution and wasteful consumption.*

2. It is also part of every staff member's Job Description to embody WWF's **values**, which are: Passionate and Optimistic, Challenging and Inspiring, Credible and Accountable, Persevering and Delivering Results.