



JOB DESCRIPTION

Position title	: Biodiversity Research Officer - EPL
Reports to	: Biodiversity Research and Monitoring Manager - EPL
Supervises	: Research Assistants and Research Rangers
Location	: Mondul Kiri Province, Eastern Plains Landscape
Date	: May 2019

Position Summary:

The Research Officer will support and assist the Biodiversity Research and Monitoring Manager (BRMM) in implementing the biological research and monitoring program in the Eastern Plains Landscape (EPL), Mondul Kiri Province, Cambodia. The post holder will supervise and coordinate the research team (consisting of two biodiversity assistants and government and community research rangers) and provide training and oversight on each of the main program activities. This position requires a significant amount of time (up to 70%) in the field, particularly in the dry season (December-May), to conduct biodiversity surveys and other research. These surveys will primarily focus on key priority fauna such as ungulates, primates, birds, crocodiles and carnivores, but research may also involve topics other than wildlife. The post holder will support the development of research protocols and ensures these protocols are followed at the ground-level. Another key role will involve the compilation and management of datasets, data verification, and summary analytics, in addition to the development of technical reports and work plans that fit within the WWF annual and 5 years strategic plans. Finally the post holder will assist in coordination and collaboration with the network of government, research, and conservation partners.

Major Duties and Responsibilities:

- Develop research work plans (monthly, quarterly) following annual work plans in coordination with the research team.
- Propose supporting activity plan as necessary;
- Implement the biological monitoring program in the Eastern Plains Landscape, including supervisory support to the research ranger team and research assistants;
- Co-ordinate and liaise with National and Provincial Government partners on related biodiversity components of the project including provision of regular updates;
- Assist in building capacity for local and government staff on biodiversity monitoring techniques, analysis and interpreting results. Assist in the planning, development, and implantation of theoretical and field training;
- Assist in written and verbal translation for the Biodiversity Research and Monitoring Manager;
- Work with field teams, external researchers, students and government counterparts in collating high quality research data;
- Work with the Biodiversity Research and Monitoring Manager in the development of biodiversity surveys and assisting with the improving of on the ground data collection on all WWF biodiversity priority programs;
- Produce regular updates to the Biodiversity Research and Monitoring Manager, Landscape Manager and Communications Manager to ensure that all works are communicated consistently;
- Assist with data verification, management, and analysis, technical report production and preparation of scientific publications;

- Supervise research rangers and ensure they work as per their contracts and are delivering results to a high standard;
- Produce reports and summary reports (in Khmer and English) on the research and monitoring activities supported by the EPL project, within agreed timeframes. Facilitate the reporting and flow of information from the field to the national and international levels;
- Cooperate and collaborate in research and monitoring with other conservation projects in the landscape, as appropriate;
- Develop forms for data collection and translate into Khmer;
- Manage field staff financial expenses and other administrative as per policy;
- Manage data collected from the field according to the WWF policy;
- Ensure that collection protocols are accurately and reliably implemented by field staff;
- Supports the selection, training, development and appraisal of the Eastern Plains Landscape Research Assistant and research rangers in the landscapes;
- Ensures all data are inputted accurately and on a timely basis, and produce updates or improved databases of data collection sheets as required;
- Analyse data and produce maps as needed per project;
- Work closely with the Law enforcement department and GIS officer to ensure that all relevant data is relayed effectively;
- Ensure responsible management, maintenance, and tracking of technical equipment;
- Other tasks assigned according to organizational needs.

Required Qualifications and Experiences:

- Bachelor's Degree in ecology, wildlife biology, forestry, or related subject;
- At least 3 years field-based conservation research experience;
- Experience in assisting in supervising a biological monitoring program;
- Experience in leading teams and managing work plans;
- Experience in writing high quality reports in Khmer English
- Knowledge of local fauna, flora, and habitats, species identification skills;
- Thorough understanding of conservation issues in Cambodia;
- Good understanding in research methodologies of biodiversity surveys; basic statistical concepts; Data Base management skills;
- Ability to create and maintain multi-stakeholder partnerships;
- Proficiency in MS Office (Word, Excel, PowerPoint);
- Leadership and team management skills;
- Experience with technical research equipment (GPS, camera trap, range finder, compass etc.);
- Planning and organizing; Good Teamwork, Interpersonal skills, Critical thinking,
- **Demonstrates WWF behaviours** in ways of working: Strive for Impact, Listen Deeply, Collaborate Openly and Innovate fearlessly
- **Adheres to WWF's values**: Knowledgeable, Optimistic, Determined and Engaging.

Working Relationships:

Internal - Work closely with, Biodiversity Research and Monitoring Manager, Research assistant(s), Research rangers, Law enforcement team, and other staffs at landscape and country programmes.

External - Interact with government, donors, partners, communities, consultants, and with other NGOs, CSO, and CBOs active in Cambodia.

This job description covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff. Other tasks may be assigned as necessary according to organizational needs.