**Join WWF and make a difference to today’s world.**

WWF Ukraine is seeking to recruit an experienced and dedicated conservation professional for the position of

**Forest Manager** (full-time, based in Ukraine)

WWF is an international nature conservation organization founded in 1961. We’re active in over 100 countries and have over 5000 employees. WWF works for the improvement of the natural environment, so that people can live in harmony with nature.

As part of the Conservation team, the Forest Manager will play a key role in contributing to the achievement of WWF Ukraine’s objectives as project leader for sustainable forest use and forest conservation in the country.

**Your responsibilities:**

***Process and team management responsibilities:***

* Leading the day-today work of WWF Ukraine related to sustainable use and forest conservation activities in accordance with the strategic plan and priorities
* Planning, monitoring and evaluation of WWF Ukraine´s forest work
* Bearing responsibility for the high professional level of forest conservation activities, including development of the forest program in Ukraine, elaboration of strategic plans and working plans
* Participating in fundraising activities and exploring opportunities of direct fundraising
* Participating in the development and implementation of sustainable forest use and forest conservation policies
* Actively collaborating with the relevant institutions on national and regional level (e.g. Ministry of Ecology, Forest Agency, etc.)
* Maintaining and developing contacts with partners, authorities and decision makers at both national and international level to gain their support, building partnerships with relevant organizations
* Mentoring and motivation of forest team members
* Participating in relevant forest conservation conferences as needed
* Developing technical progress reports on sustainable forest use and forest conservation
* Acting as Ukrainian focal point and actively participating in and contributing to the global WWF Forest practice

***Project management responsibilities***

* Coordinating and supervising the activities of the forest-related project teams (internal and external experts) both on national and regional level
* Coordinating all administrative and financial aspects of forest-related projects
* Developing work plans and calendar of project activities, in consultation with relevant colleagues
* Coordinating the implementation of project activities and monitoring progress, developing project activity status reports in line with the requirements of relevant internal and external stakeholders and donors for approval
* Identifying and securing necessary human and financial resources for the implementation of assigned projects
* Assisting the Conservation Manager in identifying necessary financial resources for the overall forest conservation strategic objectives and supporting fundraising and lobbying activities;
* Analysis and quality management of reports developed by consultants, taking decisions based on results, aiming at achieving project objectives
* Collaborating with existing project partners, ensuring their contractual responsibilities are fulfilled on time; identifying potential project partners and/or supporters
* Ensuring proper communication of forest conservation work at local, regional, national and international level, in collaboration with Communications team

**What we look for?**

* Advanced technical qualification or university degree in the field of forest management, ecology or conservation
* At least 5 years of professional experience
* Proven track record in managing teams, budgeting and operational administration, as well as change management processes and project management
* Proven ability to manage interdisciplinary professional staff
* Decision-making skills with a strong business acumen and drive for results
* Diplomatic and cultural skills to work with a broad array of individuals from a variety of backgrounds
* Excellent oral and written communications skills in both English and Ukrainian
* Proven ability to fundraise and manage funds and projects.
* Work experience in non-governmental organization is an asset

**What’s in it for you?**

* Challenging and fulfilling work in one of Europe’s most exciting eco-regions
* Friendly and highly professional working atmosphere in an international context
* Varying tasks and independent work style
* Continuous professional development opportunities
* Pleasant working atmosphere and great learning environment
* A competitive salary according to NGO standards

If you are up to the challenge, we invite you to submit your CV and cover letter in English to the attention of Halyna Tsapyak at [htsapyak@wwfdcp.org](mailto:htsapyak@wwfdcp.org) no later than **30 September 2018**.   
Please understand that we can only contact short-listed candidates.