



WWF *for a living planet*

JOB DESCRIPTION

Position : PES Officer
Reporting to : Project Manager
Supervision : N/A
Location : Kasese
Grade : A3

I. Mission of the Department:

To ensure the development and implementation of the WWF Uganda Conservation Strategy to the highest standards

II. Major Functions

- Support the Project Manager, to efficiently and effectively implement the sustainable financing of the Rwenzori Mountains National Park (RMNP) Project,
- The PES Officer will be responsible for oversight and facilitation of catchment management activities carried out by (i) local governments (ii) CBOs, (iii) local communities and (iv) project partners.

III. Major duties & Responsibilities

- Work with the Finance and Administration Officer and the Project Manager to prepare annual budgets and workplans for the Project as necessary;
- Support the Project Manager to prepare reports and drafting technical documents when requested;
- Organise field coordination meetings (chaired and minutes prepared) and other occasional meetings with the community, CBOs etc., as required by Project Manager;
- Work with other project staff and stakeholders to develop Payments for Ecosystem Services (PES) training modules where necessary and utilize materials developed globally to build the capacity of key stakeholders within the government, PA authorities, local communities, and corporate sector companies;
- Assist the Project Manager working with the companies and local communities to ensure PES mechanisms support community-led initiatives to reduce poverty and increase household income and income for the conservation of RMNP;
- Conduct the measurement and the assessment of watershed service in the Rwenzori to determine the watershed marketable value;

- Conduct together with the Local Government staff and the local community monitoring of ecosystem services in order to ensure that PES outcomes are being achieved;
- Support the Project Manager to design protocols for collaborative management and protection of ecosystems for environmental services as well as protocols for administration of funding generated through PES based on field experience;
- Engage with local government, and local communities to develop PES agreements between the stakeholders in the project sites;
- Contribute to policy and legislative reviews for PES inclusion in Ugandan policy and legislative frameworks;
- Ensure key issues and lessons learned are documented shared between partners;
- Ensure that WWF policies and guidelines are followed within the implementation of the Project;
- Reports and written outputs from the project in line with donor (EU and FGEF) and WWF requirements prepared and submitted on a timely basis;
- Other duties as required and directed by the immediate supervisor

IV. Qualification, Experience & Skills

a) Required Qualifications

- A relevant degree in Sustainable Development, Ecology, Biology, Forestry, Geography or other relevant field.
- A relevant post-graduate qualification is an added advantage

b) Required Experience

- Experience implementing conservation projects in the field;
- At least four years' experience of working on PES/environmental issues;
- Experience in working within a small team as a considerate team player;
- A good understanding of ecosystem services;
- A good technical background and understanding of ecosystem services ;
- Experience working with local government and the communities in varied cultures.
- Familiarity working with National and local stakeholders (National Forest Authority, Uganda Wildlife Authority, National Environment Management Authority, Uganda Tourism Board as well as The Ministry of Water and Environment).

c) Required Skills

- Ability to develop and deliver conservation work in the field which link to payment for ecosystem services;
- Proven GIS Skills
- Proven ability to collaborate effectively with local governments, local NGOs, and community groups;

- Ability to communicate publicly (written and oral) and with a wide range of audiences, particularly the local communities ;
- Ability to convey the work of WWF with confidence and credibility;
- Good team player with the ability to also work well under own initiative;
- Ability to prioritize and manage time effectively;
- Competency with standard word processing and spreadsheet programmes;
- Fluency in written and spoken English;
- Ability to speak Runyakitara

d) Behavioral Skills

- Ability to deal with challenges in a positive way;
- Strong and effective communicator;
- Builds positive personal and organizational relationships.

e) Working Relationships

- **Internal:** Interacts and works closely with the WWF UCO Project Manager, Project Finance, Administrative and other project staff. Coordinates and interacts as appropriate with members of WWF Uganda Country Office, WWF ESARPO and other WWF offices.
- **External:** Interacts as required with Governmental Institutions, Donors, and other stakeholders, in collaboration with the Project Manager as appropriate.

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.