

PALM OIL LEAD – JOB DESCRIPTION

Position title:	Global Palm Oil Lead WWF Singapore
Geographic scope:	Global / National
Reports to:	Direct: Conservation Director, WWF Singapore Indirect: Accountable to the WWF Network Food Practice
Location:	WWF Singapore (Singapore) ¹
Supervises:	1. Direct: consultants; other staff in WWF Singapore as assigned 2. Indirect: Staff in other WWF Offices contributing to the Palm Oil strategy are accountable to the Lead for results.
Date:	15 October 2016

I. Mission of the Department:

The Palm oil lead is part of the Conservation Department of WWF Singapore which is responsible for the strategy, activities and conservation results that WWF Singapore achieving nationally and internationally as a contribution to WWF overall mission.

The Palm oil position is part of WWF Singapore's critical contribution to WWF's global goal on Food which is :

“Sustainable food systems conserve nature and maintain food security”:

- Agriculture and aquaculture production is managed sustainably to ensure biodiversity conservation, resilience to climate change, and benefits to rural communities.
- Food waste is halved along value and supply chains.
- Major markets shift toward environmentally and socially sustainable consumer choices.”

Palm oil is one of WWF's global priority commodities and on which there has been high-profile action over the past 10+ years. See:

http://wwf.panda.org/what_we_do/footprint/agriculture/palm_oil

II. Role:

The Palm Oil Lead is responsible for coordinating WWF's global strategy and activities to achieve sector change in the production, supply chains, demand and consumption of Palm oil. The position also manages action in Singapore on palm oil in line with WWF Singapore's conservation strategy. At the international level, the Palm oil lead organizes and steers the WWF Network team of national staff that contribute to the Food Practice on palm oil. The Lead collaborates with other lead staff that are part of the agriculture and forestry teams and consults with the Practice core team(s) to ensure consistent approaches, messaging and learning. The Palm oil lead is the focal person at the international level for external parties, and for WWF Office staff, on Palm oil issues.

¹The position is based at WWF Singapore. An alternative location may be considered for an exceptional candidate.

III. Main Functions:

- a) Coordinates WWF's global engagement to reduce the key impacts of palm oil production on biodiversity and to increase its sustainability.
- b) Motivates and guides WWF network staff towards the action needed.
- c) Manages WWF Singapore's action on palm oil
- d) Works with fundraising staff to secure resources for the Palm oil strategy.
- e) Uses targeted communications to build WWF's external profile inline with the Market Transformation Initiative (MTI) communications strategy.

IV. Responsibilities:

a) Coordinates WWF's global engagement

- Oversees and leads the WWF Palm Oil team to develop and update a focused strategy to tip the palm oil sector towards sustainability
- Is responsible for preparing, updating and reporting on the Palm oil workplan
- Contributes to cross-commodity alignment within and across sectors, based on the best available scientific knowledge
- Prepares or contributes to policy positions relevant to Palm oil or the Food sector.
- Ensures that a focused set of influential companies are identified (globally and in key countries for Palm oil), and their performance is tracked and recorded for WWF purposes, also includes leading on WWF Palm oil scorecards
- Ensures that WWF's interests are represented in priority industry platforms, initiatives, standards bodies, or roundtables for Palm oil

b) Mobilizes the WWF Network

- Motivates WWF Network staff and key offices to take part in implementing the Palm oil strategy through their Office contributions
- Develops asks, compelling arguments, and business cases for change, that support the engagement by Office staff of companies, government agencies and other organizations that are identified as priorities
- Advises the Food Practice core team on priorities and action needed and resource allocations for Palm oil
- Contributes to internal learning and knowledge management by routinely and consistently sharing lessons learned and models of change.

c) Manages WWF Singapore's action on palm oil

- Contributes to the WWF Singapore conservation strategy with respect to palm oil and its related environmental issues e.g. haze
- Manages activities in Singapore towards key stakeholders including government agencies, Singapore-based companies, and other organizations relevant for palm oil
- Supports fundraising to build a palm oil team in Singapore
- Contributes to messaging and other communications activities

d) International Fundraising

- Manages and is accountable for oversight and the spending of Network funds committed to the international Palm oil strategy and work plan (e.g. the Sida MTI programme²).
- Collaborates with Food Core Team fundraisers manager and Office fundraisers as

² The Sida MTI programme includes support to WWF action on palm oil from FY15-18 (to June 2018)

appropriate to prepare proposals for additional resources needed for Palm oil by the WWF Network.

- Contributes to reporting on palm oil with respect to external and internal funds as required.

e) International Communications

- Contributes to the conservation communications strategy at the national and international levels relevant to Palm oil in collaboration with the Core team communication manager.
- Spokesperson on Palm oil at the international level
- Is consulted about international messaging or releases that relate to Palm oil, its supply chains or the stakeholders involved.

V. Profile:

Required Qualifications and Experience:

- Relevant academic qualifications (university level) in agriculture, economics, natural sciences, or related discipline
- At least 10 years of relevant professional experience at the international level
- Knowledge of the palm oil sector, its development trends, and related production, trade, manufacturing, use in products, voluntary standard schemes
- Experience of agri-business and/or related policy measures
- Track record of implementing action that contributes to system change
- Familiarity with the WWF Network and/or other international NGOs is an advantage.

Required Skills

- Effective strategist, manager and motivator;
- Good communicator;
- Capacity to work effectively in virtual teams
- Ability to raise and manage funds,
- English; other relevant languages an advantage;

Behavioural competencies

- Adheres to WWF's values, which are: Knowledgeable, Optimistic, Determined and Engaging

VI. Working Relationships:

External – Coordinates WWF's engagement with external partners on Palm oil, including activities with strategic companies, sector organizations, other NGOs, governments, and relevant roundtables or schemes.

Internal - Works closely with WWF Office staff active on palm oil and as required with the Food and other Practice core teams.

Travel - Although WWF strives to reduce its CO2 impact, and uses virtual meeting facilities whenever feasible, this function nevertheless requires considerable international travel – up to 25% of time on average.

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.

Interested applicants can email a cover letter and CV in English to hr@wwf.sg with the subject line "Palm Oil Lead". Deadline for applications: 31 January 2017.