



WWF-Laos

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JOB DESCRIPTION

Position title: Project officer – Illegal Wildlife Trade, Central Annamites Landscape, WWF-Laos

Reports to: Central Annamites Landscape Manager

Supervises: N/A

Grade (IPE score): P2, IPE-47

Location: Sekong with frequent travel to Salavan Province and project sites in and around the Xesap National Biodiversity Conservation Area

Date: September 2019

I. Background

WWF has been working in Laos since the late 1980s in cooperation with the Ministry of Agriculture and Forestry. Our country programme office was first established in Vientiane in 2001. Since then, our team has grown to over 40 Lao, international and volunteer staff working on over 10 projects countrywide with offices in Vientiane, Champassak, Salavan and Sekong provinces. WWF-Laos is part of WWF Greater Mekong Programme Office, which operates in 5 countries: Vietnam, Thailand, Myanmar, Cambodia and Laos. Find out more at www.panda.org/laos and www.wwf.org.la

WWF has been a strong, credible and recognized global force in the world of conservation for the past half-century as we have strived to deliver on our mission of building a world where people thrive in harmony with nature. With our 2015-2020 Strategic Plan, we aim at increasing our conservation impact by focusing on direct threats to wildlife, forests, and water ecosystems, and by increasing our influence and credibility in the Lao PDR.

WWF's vision for Laos is that the human footprint stays within the country's capacity to maintain the full spectrum of biological diversity and ecosystems, and the key services they provide, to enhance Lao people's livelihood resilience and contribute to the sustainable conservation of the overall ecological integrity of the Greater Mekong Region.

WWF's interventions in the Central Annamites Landscape are mainly supported by the CARBI phase 2 project (Biodiversity Conservation In The Central Annamites Through Ecosystem Protection). CARBI 2 is a transboundary project between Laos and Vietnam contributing to the protection, restoration, and sustainable use of ecosystems and the conservation of biological diversity in the Central Annamites Landscape with innovative and transformational conservation interventions that support the Governments of Vietnam and Laos to meet their obligations under the Convention on Biological Diversity (CBD). Other components of the Landscape Programme include forest restoration, supporting local agencies to engage in the FLEGT framework and to apply legislation

on wildlife trade, community forest management planning, engagement with the private sector and transboundary cooperation with relevant agencies in Vietnam, etc. with funding support from the WWF Network.

II. Major Functions

The Project officer – Illegal Wildlife Trade (IWT) provides technical support to the Central Annamites Landscape (CAL) Manager in the planning, management, implementation, monitoring and reporting of project activities to ensure compliance with the Project Document and WWF's contractual obligations, in all areas related to combatting illegal wildlife trade (IWT).

His or her specific role in collaboration with local partners, lead the process of monitoring Illegal Wildlife Trade around project target areas, including preparing data collection tools, training and coaching, establishing reference values and regularly reporting on these values.

III. Duties and Responsibilities

- Provide technical support to the CAL Manager in the planning, management, implementation, monitoring and reporting of anti-IWT activities;
- Together with Government counterparts and local authorities in Salavan and Sekong Provinces, with technical support from the WWF-Laos IWT Team, support the implementation of nationally agreed systems and processes that support the reduction of consumption of wildlife and illegal wildlife trade in the project target area, including:
 - Establish a baseline of, and monitor, the illegal trade of wildlife and wildlife products at restaurants, traditional medical stores and markets;
 - Establish a baseline of wildlife product consumption patterns in urban centres;
 - Lead a behaviour change campaign to address illegal wildlife consumption;
 - Support the establishment of the two Provincial Wildlife Law Enforcement Network (P-WEN) ;
 - Support local, provincial and national law enforcement officials to fully implement PMO 15 and PMO 05, as well as the Forestry Law and the Aquatic and Wildlife Law to meet national and international obligations.
- Provide training to Government partners and stakeholders to support local and trans-boundary wildlife law enforcement;
- Confer with the Project team, Project Technical Advisors and counterparts to prepare monthly project activity work plans; together with Government counterparts and local authorities, implement activities as per the agreed plans, using the allocated budget;
- Support the Central Annamites Landscape Manager to prepare Monthly Monitoring Reports (MMR), quarterly, 6-monthly and annual project implementation plans with project partners;
- Monitor activity implementation, identify arising issues and provide solutions to address them, in close consultation and collaboration with the Line Manager, technical advisors and Government partners;
- Develop and maintain a database of all technical reports, presentation, maps, data and pictures produced by the project in the area of responsibility;
- In cooperation with project staff and Government partners organize meetings, workshops, study tours and training courses and facilitate workshops, discussions and consultations with communities and stakeholders;

- Build and maintain networks and partnerships for IWT with Government local authorities and technical agencies as well as local communities;
- Provide input to communication products and campaigns when required to ensure accurate information is published about WWF activities;
- Provide other operational and technical support to the Line Manager as required.

IV. Profile

Required Qualifications

- University degree related to forestry and wildlife law enforcement, natural resources management or in relevant fields.

Required Experience

- At least 3 years of working experience in forestry or wildlife law enforcement or relevant fields;
- Experience in working and negotiating with Government officials; experience in the south of Laos an advantage;
- Research and research design experience an advantage.

Required Skills and Competencies

- Proven capacity to engage efficiently and support local communities, in particular indigenous groups;
- Proven capacity to engage with Government local authorities and technical agencies;
- Proven ability to work in the context of multi-country projects, in a multicultural environment;
- Striving to develop a sense of team with colleagues;
- Proven ability to work under minimum supervision and take initiative while keeping in check all relevant regulations and organization's policies;
- Willing to learn and continue to learn;
- Excellent command of written and spoken Lao language;
- Good command of English language;
- Essential WWF behaviour:
 - **STRIVE FOR IMPACT:** *"I am results driven. Everything I do, the way I think, plan and implement is driven by a relentless search for impact"*.
 - **LISTEN DEEPLY:** *"I go beyond my point of view and strive to see the bigger picture from different perspectives. I stay curious and listen deeply to what others have to say"*.
 - **COLLABORATE OPENLY:** *"I'm a global citizen working for a living planet. I am constantly thinking of how with others, together, we can be more impactful. I work across boundaries, openly ask for help and share what I know, both internally and externally"*.
 - **INNOVATE FEARLESSLY:** *"I take risks to find better solutions. I measure progress and learn from mistakes. I share both success & failures. I encourage others to do the same"*.

V. Working Relationships:

- **Internal** – WWF-Laos, WWF Vietnam and WWF GMPO: report directly to the Central Annamites Landscape Manager. Coordinate on a regular basis with the project team, Conservation Director, Country Director, GMPO Regional Technical Advisors and WWF Vietnam teams. Engage with all WWF-Laos staff.

- **External** – Interact with all relevant stakeholders at the community, district, and provincial level in the landscape. Interact with donors, central government partners, and NGOs on an ad-hoc basis.

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.