JOB DESCRIPTION

Position title: Senior Officer Biodiversity, WWF-Laos

Reports to: Central Annamites Landscape Manager, WWF-Laos

Technical Manager: Biodiversity Dynamics Team Leader, Leibniz-IZW

Supervises: Patrol Officer, at least 1 fulltime field assistant, possibly 1 part time field assistant. Consultants when required.

Grade (IPE score): P1, IPE-49

Location: Sekong Province, Lao PDR with frequent travels to target area around the Xesap NBCA (Ta-Oy, Samoy and Kaleum districts);

Date: November 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.
The Leibniz-IZW is Germany’s premier wildlife research institute and working in the Annamites since 2014. The Leibniz-IZW is an official partner of the CARBI phase 2 project for aspects related to biodiversity assessments and SMART patrolling data management and analysis.

II. Major Functions

The Senior Officer Biodiversity is responsible for the planning and implementation of landscape-level biodiversity assessments with camera-traps across large parts of the Xesap NBCA. In addition, the Senior Officer Biodiversity is responsible for the management of the SMART patrolling data and for all data analyses related to biodiversity and patrolling. All analysis will be conducted in close collaboration and under the supervision of the scientists of the Leibniz-IZW.

III. Duties and Responsibilities

- Provide technical support to the Landscape Manager in the planning, management, implementation, monitoring and reporting of project activities to ensure compliance with the Project Documents and WWF’s contractual obligations;
- Plan, coordinate and lead all biodiversity field work in Xesap NPA; ensure local communities are integrated in the field work activities planning and implementation;
- 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;
- Provide data and analysis to the Landscape Manager to prepare Monthly Monitoring Reports (MMR), quarterly, 6-monthly and annual project implementation plans with project partners;
- Provide regular reports about the field work activities to the Leibniz-IZW (using the above reporting products as much as possible);
- Supervise and coach the WWF Patrol Officer with regards to SMART data management and reporting with support from the WWF Laos and GMP SMART experts;
- Sort and database all biodiversity and SMART data;
- Together with scientists of the Leibniz-IZW, use modern statistical approaches to:
  - Analyse the biodiversity data and produce geographic occupancy models (with maps) of species across the Xesap NBCA;
  - Determine snare occupancy based on the SMART data;
- Build and maintain networks and partnerships for biodiversity conservation with civil society, international partners, 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 Landscape Manager as required.

IV. Profile

Required Qualifications

- Master’s degree in biology, wildlife conservation or related fields;

Required Experience

- At least 3 years of practical experience in conducting wildlife surveys and camera-trapping;
- Experience with camera-trap data management are required and with the SMART software beneficial;
- Experience in field team leadership and organisation of large field research campaigns.

Required Skills and Competencies

- Ability to spend extended periods of time in the forest under physically challenging conditions;
- Proven ability to work in the context of multi-country projects, in a multicultural environment;
- Excellent command of written and spoken Lao and English language;
- Striving to develop a sense of team with colleagues;
- Basic skills in occupancy modelling and with R software;
- Willing to learn and continue to learn;
- **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 WWF-Landscape Manager and to the Leibniz-IZW, coordinate on a regular basis with the WWF-Laos Forest Coordinators, 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. Engage 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.