



*Creating value for people and nature*

Sen Monorom Mondulkiri Province

Email: c/o xxx

Phone No: xxx

## Job Description

Position:	Business Manager
Reports to:	Mondulkiri Forest Venture (MFV) Board of Directors Chairperson
Supervises:	Marketing Officer Production Officer Quality control officer
Start Date	As soon as Possible
Location	Sen Monorom, Mondulkiri Province, Cambodia

Looking for a new, exiting and fulfilling challenge and committed to participate in the support to increase indigenous population livelihood and to protect the Cambodian's forest and wildlife in one of the most beautiful region of Cambodia, please apply, we need you!

### Background:

About the region

The Mondulkiri Forest Venture supplies its products from the Mondulkiri province. This province is part of the Cambodian Eastern Plains Landscape and harbors many threatened flagship species such as Asian elephant, leopards, globally endangered wild cattle and deer species. It is recognized as a key tiger recovery area in the region. The area is one of the most sparsely populated provinces in Cambodia.

At the same time the forests in the Mondulkiri Province and their rich biodiversity are under tremendous pressure from land clearance for investments, agriculture and settlements, uncontrolled and illegal logging/natural resources harvesting, and illegal wildlife trade. The threats also jeopardize the provision of environmental services and sustainable livelihoods to more than 770,000 people in Mondulkiri, further increasing poverty levels.

Mondulkiri has currently one of the highest poverty rates in Cambodia with an average of 35-42% in 2010. 71% of the province's population are indigenous people. These communities are comprised of eleven ethnic groups, the indigenous Bunong, Khmer, and Lao being the three largest. Although these populations are highly dependent on natural resources, they suffer from lack of access to natural resources and tenure rights, limited (co)management options for natural capital and limited support in livelihood enhancement and alternatives. Access to basic social services is relatively low as a result of inadequate facilities and poor service quality. Literacy rates are low throughout the area.

Improving community livelihoods in and around protected areas and to generate profits for forest conservation is the main objective of the Mondulkiri Forest Venture.

About MFV

The Mondulkiri Forest Venture (MFV) based in Sen Monorom, the capital of the Mondulkiri Province, is the result of a long-standing relationship between WWF Cambodia, local communities and WWF Switzerland. After

many years of joint project development and implementation we became aware of the commercial potential of the non-timber forest products (NTFPs). As a coincidence, WWF Switzerland launched its “Impact Ventures@WWF”-Pilot program, offering the opportunity to explore the commercial potential of the NTFPs in Mondulokiri Province in more detail. Eventually, this led to the formation of the Mondulokiri Forest Venture. MFV is owned by NTFP associations and forest communities.

MFV sources sustainably harvested honey, resin and bamboo from the wild from a couple of associations. After some processing these resources are sold to national wholesaler or retailers. Whereas wild honey already has a established stable market, resin is having difficulties in finding a market and, bamboo is new to the region. Over time, other resources such as dried mushrooms or medicinal herbs may broaden the product range. In the medium term MFV aims at having its products certified as well (the most appropriate labels still need to be identified).

A premia included in the selling price is earmarked for covering part of the forest patrolling costs. MFV not only contributes to forest protection but also to income generation for a local ethnic minority being the hub for all commercial honey, resin and bamboo in the region. Through branding, marketing and establishing new selling channels MFV contributes to the development of value chain for sustainably sourced natural products in Cambodia.

Currently, MFV is in the process of hiring its management team and building up the bamboo business.

## Major Function

The Business Manager is responsible in the overall operation of the business activity of MFV which includes marketing, dealing with clients, and product suppliers, financial management, and overall management of day to day operation of the business.

## Main objective

- Make MFV financially sustainable in the medium term
- Secure diversified commercial contracts with buyers for the three MFV products
- Diversify MFV product offering, increase added value and assess certification options
- Ensure sustainable sourcing.

## Major Responsibilities

### Business development

1. Overall responsibility for the operational business activity of MFV
2. Overall responsibility for the products quality and product development
3. When necessary, update business plans of MFV with the BoD
4. Provide technical expertise on the management of products, marketing, and sales;
5. Liaise with governmental agencies, MFV Board Advisory Board and members.
6. Support MFV members to ensure quantity and quality (including sustainability) of supply

### Management and supervision

1. Staff management
2. Develop monthly and annual action plan of MFV;
3. Prepare and submit activity and financial reports (monthly, quarterly, and annual reports) for Board Members, partner organizations, investors and relevant institutions if necessary and as requested;
4. Provide half year progress reports on social and environmental issues
5. Approve the activity report, financial statements, documents, and requests of staff;
6. Share new information with the members of MFV;
7. Monitor and evaluate the process, marketing, finance and product management;

## Working Relationships

1. Interact on regular basis with MFV Board of members, MFV board of Advisers, MFV project partners such as WWF Cambodia, WWF Switzerland, NTFP-EP, and Nature Wild
2. Interact with Government agencies at national, provincial, district, and commune levels, as well as other NGO partners, communities, and other stakeholders. Some interaction with investors and donors may be required.
3. Regular interaction with partner companies of MFV

## Qualifications

1. Minimum bachelor degree in Business Management
2. Long and proven experience in business management and sales and marketing
3. Experience in start-up management a plus
4. Knowledgeable on non-timber forest products and related by-products or agricultural products
5. Self-motivated, resourceful, sales oriented and result driven with knowledge of customer relationship management and strong drive to achieve sales target
6. Dedicated to meet and exceed customer expectations
7. Ability and willingness to work with local communities
8. Excellent communication skills and proficiency in oral and written English
9. Willing to be based in Mondulkiri province with occasional trips to Phnom Penh or other parts of Cambodia
10. Willing to travel to remote villages in Mondulkiri