



together possible.

## **JOB DESCRIPTION**

**Position title:** Head of Protection and Surveillance Dpt APDS

**Reports to:** APDS Director

**Supervises:** Deputy Head of Dpt

**Date:** March 2020

### **I. Mission of the Department**

The Dzanga Sangha Protected Areas complex (APDS) is a 4,450 km<sup>2</sup> area, comprising the Dzanga Sangha Dense Forest Special Reserve with its various community use and other zones, and the Dzanga Ndoki National Park. This area is home to spectacular large mammals such as forest elephants, lowland gorillas and chimpanzees, bongo, buffalo, sitatunga, giant forest hogs as well as a large variety of monkeys and duikers.

DSPA is part of the since 2012 inscribed Sangha Tri-National (TNS) World Heritage Site. The TNS is made up of three national parks (Dzanga Ndoki in CAR, Lobeke in Cameroon and Nouabale Ndoki in the Republic of Congo) and their buffer zones. The protected area managers and their key partners work together to manage the TNS.

The Protection and Surveillance department's mission is to ensure the protection and conservation of APDS's biodiversity. It is responsible for managing the ecoguards, the conservation trackers and porters and implementing anti-poaching and law enforcement activities. The department also contributes to planning and implementing trans-boundary anti-poaching patrols and contributes to the operations of the TNS anti-poaching brigade.

### **II. Major Functions**

The Head of the Protection and Surveillance Department is primarily responsible for the smooth running of the department, its perfect operationalization ensuring its efficiency. To achieve this, he/she will be supported by the Deputy Head of the Department and heads of units, encouraging initiative, accountability and capacity building to ensure the following:

- Good technical and administrative management of the Protection and Surveillance Department of the DSPA;
- Proper functioning of the anti-poaching activities and strategies adopted within the department;
- Compliance to WWF Social policies and Human Rights;
- Coordinate partner organizations supporting the Protection and Surveillance of the DSPA
- Proper management and monitoring of the funds allocated to the Protection and Surveillance aspects;
- Fundraising, technical reporting and as needed (donor, etc.).
- Guide on analytics within the department, making use of law enforcement related data, biomonitoring as well as sociological data

### III. Major Duties and Responsibilities

- **Maintain and strengthen the effectiveness of the strategies adopted by the Protection and Surveillance Department of the DSPA:**
  - Coordinate and finalize the standard operating procedures of the Protection and Surveillance Department with the support of the Deputy Head of Department and existing partners, harmonizing and strengthening the overall intervention strategy of the DSPA;
  - Ensure the effectiveness of the Protection and Surveillance Department's activities, mainly in the fight against poaching:
    - Good supervision of conservation managers and eco-guards (recruitment, performance monitoring, well-being, discipline, working conditions, capacity building ensuring follow-up and support, organizational aspects such as planning, teams, etc.);
    - Ensuring the proper use and supply of equipment (patrol, communication), logistics and maintenance of existing buildings and their monitoring and management;
    - Ensure the continuous training and mentoring of eco-guards;
    - Optimize the patrol deployment strategy;
    - Ensure the proper collection of data, its storage, analysis and dissemination;
    - Ensure that briefings and debriefings of teams hold;
    - Ensure the functioning of the legal unit to assure its efficiency and effectiveness;
    - Ensure the functioning of the command centre assuring the efficiency and safety of the teams in the field;
    - Ensuring the proper functioning of the store (economy) and its replenishment;
    - Ensure that new strategies are put in place, such as the creation of an arrest unit, new outposts if necessary, etc.
  - Develop and maintain at the highest level the relationships with existing partners Conservation Justice and Chengeta Wildlife (joint intervention strategies, joint fundraising, capacity building, etc.);
  - Ensure and develop a shared strategy with local populations in the DSPA through activities that meet the objectives of the component and by strengthening joint work with the Development and Community Law Department;
  - Ensure the continuity of efforts made at the level of TNS.
    - Ensure the deployment of bi- and tri-national patrols in perfect agreement with the other segments (communications, sharing of deployment strategies, etc.);
    - Ensure the rehabilitation and maintenance of the BLAB site in perfect agreement with the other segments;
    - Ensure an effective intervention and monitoring strategy at the BLAB level with the other segments;
    - Improve, maximize communication and fluid exchanges with the other TNS segments (reporting, information sharing, technical exchanges, grouped equipment orders, etc.).
  - Ensure the effective implementation of patrols planning; this may require participating in field patrols in accordance with WWF internal guidelines;
  - Ensure that arrested poachers are brought to justice, that sentences are applied and that convicted offenders are followed up.

- Ensure the proper functioning and improve the operationalization and efficiency of the existing legal unit, in partnership with Conservation Justice and other relevant partners (magistrates, penitentiary authorities etc.);
- **Foster and champion Social Policies and Human Rights:**
  - Ensure that the Protection and Surveillance Department respects and safeguards national and international laws both in terms of wildlife law enforcement, the labour code and laws and conventions relating to the respect of human rights;
  - Ensure that the Protection and Surveillance Department staff and other APDS staff are trained on Social policies.
  - Ensure that mitigation and management measures related to the WWF Environmental and Social Safeguard Framework (ESSF) are implemented.
- **Provide leadership, management and administrative and financial management of the Protection and Surveillance Department:**
  - Supervise and ensure the follow-up of all Protection and Surveillance Department staff (leave, salaries, etc.);
  - Ensure the proper management of allocated budgets by validating expenditures and controlling the financial reports produced by the accounting department;
  - Ensure the reporting and compilation of various technical reports for the hierarchy and donors, as required;
  - Support the DSPA management in seeking funds from new donors or from donors dedicated solely to the protections and surveillance of APDS;
  - Ensure that the Protection and Surveillance Department meets the objectives, standards and overall strategy of the DSPA Directorate;
  - Support the DSPA Directorate in obtaining specific equipment for the proper functioning of the department;
  - Support the DSPA Directorate in securing the DSPA and its populations in its overall protection and surveillance strategy;
- **Performs other duties as requested by her/his line manager or her/his designate**

#### **IV.Profile:**

##### **Required Qualifications:**

- Minimum MSc in a conservation, Natural Resources management or environmental management related field;
- Substantial experience working with conservation organizations;
- Considerable field experience in Africa, ideally in central Africa, preferably in a tropical forest environment;
- At least 10 years in a conservation management role.

**Required Skills and Competencies:**

- Knowledge of wildlife laws and legal procedures linked to law enforcement;
- Practical knowledge of forest, wildlife and protected area management and monitoring; environmental law enforcement; and community involvement in natural resource management;
- Knowledge of Geographic Information Systems (GIS) for analysis capacity of data originating from law enforcement and other activities;
- Strategic planning abilities - particularly ability to use spatial data and hands on field knowledge to plan conservation and law enforcement activities;
- Ability to act proactively to reduce threats to wildlife and people, as well as to improve the impact of conservation activities;
- Experience with project management;
- Experience related to the protection of human rights and Environmental and Social Safeguards
- Fluency in French; good knowledge of English is an advantage. Sango is a plus.
- Adhere to WWF's values: Knowledgeable, Optimistic, Determined and Engaging.
- Demonstrates WWF behaviors in way of working: Strive for Impact, Listen Deeply, Collaborate Openly, Innovate Fearlessly.

**V. Working Relationships:**

**Internal:** APDS Director, APDS staff, Congo Basin Biomonitoring and Wildlife Crime Hub Coordinators, Country Coordinator, Finance & Administration Department APDS and main office and WWF Network.

**External:** local and regional authorities, RALF team, community representatives, commercial partners, Sangha Tri-National partners, and donor representatives.

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.

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Accepted by Staff member: \_\_\_\_\_ Date: \_\_\_\_\_