



JOB DESCRIPTION

Position: Marine Senior Officer
Reports to: Marine Program Coordinator
Location: Maputo, Mozambique, with travels and visits outside
Supervise: All staff related to the coastal and marine environment Field Officer
Grade: A3

Introduction

The Marine Senior Officer is based in Maputo and will be responsible for implementation of projects from the marine program, towards a common WWF vision and objectives. He/she will supervise all staff and projects related to the coastal and marine environment and will be responsible for the performance of field staff.

I. Major Functions

- Coordinate marine related activities of the WWF- Mozambique Country Office (WWF-MCO) and ensure that existing projects at the landscape level are implemented;
- Provides advice and collaboration to the Marine Programme Coordinator /Conservation Manager and other WWF offices/teams, as appropriate, on marine issues.
- Works closely with the marine staff from WWF- Network Offices (WWF-NOs) for delivery of projects being implemented in Mozambique;
- Supports the development, management and implementation of the WWF Mozambique marine strategy, ensuring its on-going alignment with National priorities and with other WWF regional and thematic priorities and focus according to the Global Programme Framework (GPF) ensuring strong delivery on the WWF MCO Conservation;
- Collaborates with all field officers, providing technical assistance as required, in accordance with WWF policies, procedures and standards.

II. Major Duties and Responsibilities

a) Development and Coordination of MCO Marine Projects

- Develop and manage marine projects;
- Develop and operate under an annual workplan system, which will be reviewed by the MCO;

- Work with the government partners, donors, NGOs, civil society, local communities and others in the WWF network to implement the strategic action plan and establishment of stakeholders taskforces;
- Identify priority areas for strategic marine related research in the biological and socioeconomic sciences, and coordinate implementation of some of this research;
- Provide management advice and disseminate results to inform decision and policy making process on marine conservation and environmental protection;
- Preparation of terms of reference for consultancy assignments and other contracts as well as reviewing technical proposals and lead the selection process;
- The incumbent will be responsible for effective monitoring of the level of implementation of the marine programme for Mozambique, the mid-term review (MTR) and other evaluation exercises, as well as preparation of substantive, financial and other reports; and
- Prepare technical reports in marine initiatives for incorporation in the main MCO conservation technical reports as required.

b) Information Management and Communication

- Work closely with MCO Communications Manager to publish regularly the results of work done in relation to marine initiatives.
- Prepare policy-related briefs, papers and guidelines.
- Represent the WWF-MCO in meetings and conferences to which WWF-MCO is invited to attend.

c) Technical Support/Capacity Building

- Providing technical backstopping to the WWF's marine initiatives and in any other requested aspect;
- Participate in relevant conservation meetings and workshops in the country and the region, and develop papers, reports and presentations on MCO work when needed.

d) Other duties and responsibilities

- Perform other related duties as may be assigned by the WWF-MCO Country Director, Conservation Manager for the smooth and efficient implementation of the MCO conservation program.

III. Profile

Required Qualifications:

- Master's degree in an appropriate field related to marine or other related areas (conservation/environment/natural resource management/marine/coastal/freshwater ecology).
- Field experience with marine specific activity will be an advantage;

- More than 5 years of experience leading, developing, and managing projects in one or more of the above-mentioned fields.
- Experience with multi-disciplinary environment teams, (Government, NGO's, Donors, Civil Society), would be a strong asset.
- Knowledge of the institutional and legal framework of the environment and conservation in Mozambique, as well as of relevant policy issues.
- Required skills and competencies
- Proven leadership skills;
- Strong skills in project planning, financing, management, implementation, and evaluation;
- Experience working with government and with donors / government aid agencies;
- Excellent Portuguese and English communication skills (oral and written)
- Excellent inter-personal skills, including the ability to develop and maintain strong relationships at all levels, including with local communities, government agencies, and the scientific community;

IV. Working Relationships

Internal: Interacts and works closely and on a regular basis with project implementation personnel in general and project executants in particular, both in Maputo and in the field. Coordinates and interacts as appropriate with members of ecoregion teams, species teams, and WWF Africa, WWF International, and other WWF Network staff.

External: Interacts with governmental institutions, non-governmental organisations, academic institutions, the media, donors, specialists / consultants, and other stakeholders, in collaboration with the Country Director, as appropriate.

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 Conservation Manager : _____ Date: _____

Validated by HR Manager : _____ Date: _____

Accepted by Staff member : _____ Date: _____