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## **Technical Specialist, Biodiversity & Conservation Monitoring, West Africa**

“In the past century Fauna & Flora has consistently saved species from extinction and protected habitats from destruction. Their solutions have always been practical, efficient and sustainable in local circumstances.”

**Sir David Attenborough,**  
Fauna & Flora Vice-president

# Fauna & Flora

At Fauna & Flora, our shared purpose is to protect the diversity of life on Earth, for the survival of the planet and its people. We work closely with local conservation partners around the world to save nature, together. We harness this collective expertise to inspire positive change globally.

## Africa Programme

Working closely with local partners, Fauna & Flora currently operates in 13 countries in West, Central, East and Southern Africa, and is implementing a range of projects focused on species and habitat conservation, biodiversity planning, protected area management, institutional development and capacity building, sustainable use and community-focused wildlife management initiatives. With waterfalls and mountains, deserts and rainforests, wetlands and savannah, Africa is a continent of true splendour. Beneath its wild and ancient landscapes lie resources literally as rich as diamonds, copper and coltan, and its wildlife is as diverse as its cultures. Africa harbours fauna and flora as magnificent as its terrains, including large mammals that occupy huge expanses of land. Mountain gorillas, pygmy hippos, mpingo trees (whose timber is prized for musical instruments) and the desperately rare northern white rhino are just some of the species symbolic of this region. Some of the work currently being undertaken by Fauna & Flora in Africa is the protection of mountain gorillas, African elephants and lions from deforestation and poaching.

## The Opportunity

Fauna & Flora is seeking an experienced biodiversity and conservation monitoring professional to fulfil the role of Technical Specialist, Biodiversity & Conservation Monitoring, West Africa, assuming responsibility for the implementation and coordination of monitoring programmes related to species, habitat, protected area conservation and their threats, in West Africa, and for the oversight of species conservation plans.

You will have a proven track record in biodiversity research and monitoring, capacity building, coordination and project management. Inspiring leadership and interpersonal skills are essential to the role to ensure professional delivery against project aims, objectives and timelines meeting global best practices. You will be able to work independently as well as part of a team.

You will be skilled in providing strategic advice and technical input to the design, development, implementation, evaluation and reporting for projects, and have advanced skills in biodiversity quantitative and qualitative data collection, including ranger-based monitoring. The role also requires a skilled and credible communicator, who is confident in developing and managing relationships with partner organisations and relevant stakeholders, including donors and government institutions. In return, we offer the opportunity to work for a ground-breaking organisation at the forefront of global conservation within a growing portfolio of work in West Africa.

# Terms and Conditions

<b>Start Date:</b>	As soon as possible
<b>Duration of Contract:</b>	Two year fixed-term contract
<b>Probation Period:</b>	Six months
<b>Gross Annual Salary:</b>	USD 35,465
<b>Location:</b>	Monrovia, Liberia with frequent travel to Guinea and elsewhere within West Africa
<b>Benefits:</b>	National appointments – benefits according to local labour law International appointments – F&F expatriate benefits apply
<b>Hours of Work:</b>	This is a full-time position, working 40 hours, Monday to Friday inclusive. These hours may vary depending on the requirements of the job in the field.

N.B. This is an unaccompanied position.

## Job Description

<b>Job Title:</b>	Technical Specialist, Biodiversity & Conservation Monitoring, West Africa
<b>Reports to:</b>	Technical Specialist, Biodiversity & Conservation Monitoring, Africa Country Manager, Liberia (Matrix Line Management)
<b>Line Manages:</b>	Data management officers (Liberia)
<b>Key working relationships:</b>	Senior Programme Manager, West and Central Africa (UK) Landscape Manager, Guinea Landscape Manager, South-east Liberia Landscape Manager, North-west Liberia Senior Technical Specialist, Livelihoods and Governance, Africa (UK) Grants and Development Manager, West Africa (UK) F&F Analytics and Technology teams (UK) F&F Monitoring, Evaluation and Learning team (UK) Other cross-cutting teams within F&F

**Purpose:**

Working with the Technical Specialist, Biomonitoring, Africa the Technical Specialist, Biodiversity & Conservation Monitoring, West Africa will:

- Ensure that F&F and our partner organisations are able to make adaptive management decisions for conservation impact, through providing scientifically robust monitoring data
- Ensure work is aligned across the West Africa Region in an efficient manner ensuring biodiversity and ranger-based monitoring methods are harmonised, fit for purpose and knowledge and skills are shared among sites
- Ensure F&F and partners are taking an appropriate science-based approach to influence decision makers, policy makers and other stakeholders

**Responsibilities:****Main Duties**

- Ensure F&F and partner biomonitoring and ranger-based monitoring approaches are designed and implemented to global best practice including the highest ethical standards, and aligning with F&Fs wider work, including activities, timelines and budgets committed to in projects
- Ensure that all biomonitoring and ranger-based monitoring work is designed, planned and coordinated with West Africa landscape managers and partner organisations
- Ensure that biodiversity monitoring design and methods are comparable across West Africa sites
- Ensure all biomonitoring and ranger-based monitoring data is collected, processed, analysed, and reported on efficiently, to ensure that F&F and partners are able to use the information effectively in decision making
- Provide training and technical advice to rangers and managers in West and Central Africa on ranger-based monitoring methods and software (primarily SMART) to ensure sufficient capacity in these methods within field teams.
- Working with UK staff, enable high quality analysis of data for conservation decision-making
- Keep up to date with latest biodiversity monitoring, and ranger-based monitoring methods, approaches and tools, including developments in conservation technology
- Identify knowledge and capacity gaps and adapt/develop training materials and programmes related to: survey design; biomonitoring and ranger-based monitoring data collection; data processing; analysis and reporting
- Provide mentorship and ongoing training to F&F staff, rangers, partner organizations, students, and interns to enable them to design biodiversity surveys, collect, process, and analyse data, and produce reports on biomonitoring and ranger-based monitoring data
- Ensure long term planning for biodiversity monitoring is in place through ongoing development and review of biomonitoring plans for F&F supported sites (aligning with F&Fs strategic planning process and Monitoring, Evaluation and Learning frameworks)
- Ensuring long term plans feed into and align with Conservation Area Management Plans and key documents such as National or Regional Species Conservation Plans
- Ensure that F&F teams, civil society and government partners contribute to and are aligned with long term biomonitoring plans
- Ensure ranger-based monitoring plans feed into and align with Conservation Area Management Plans, and that data are reported on in a timely manner that can be used for adaptive management of patrols
- Ensure all data is appropriately stored, backed up and managed and all outputs are stored using F&F SharePoint systems, and enable F&F staff and partners to manage data appropriately, acknowledging appropriate data ownership and sharing

- Work collaboratively with F&F's Analytics Team to ensure GIS and spatial data is processed and accessible to F&F staff
- Contribute to wider F&F and donor reporting as requested and appropriate

### **External Engagement**

- Represent F&F on relevant fora ranging from communities to governments and West Africa regional bodies, as agreed with Technical Specialist, Biomonitoring, Africa and the wider F&F West Africa team
- Identify opportunities and coordinate the development of increasing F&F's profile on biodiversity monitoring, species conservation and conservation technology
- Lead and enable F&F and partner involvement in any National or Regional Species Action Plans and relevant working groups
- Where relevant, input into processes such as Environmental Impact Assessments and biodiversity elements for meeting relevant third-party standards (for example those required to meet REDD+ and biodiversity offset criteria), where Nature Based Solutions are being proposed by both F&F and external work
- Under the direction of Technical Specialist, Biomonitoring, Africa, ensure data sharing and storage agreements are in place with relevant partners

### **Fund Management**

- As agreed with Technical Specialist, Biomonitoring, Africa, undertake specific fund management responsibilities where appropriate including:
  - Ensure all funding proposals and resulting contracts and grant agreements are appropriate to, and comply with, F&F operating standards, the Delegation of Authority (DoA), and implementation context within the region
  - Work with in-country project managers to deliver grant funded projects within time-frames and budgets
  - Manage procurement processes, identifying and negotiating with contractors and suppliers for materials and services, in accordance with institutional and donor requirements
  - Coordinate inputs from relevant staff, consultants and implementing partners, ensuring appropriate contracts are in place
  - Lead F&F and fund report writing and editing, coordinating the inputs of team members, cross-cutting teams, specialists and partners, ensuring accurate and timely reports as per F&F and donor requirements
  - Be responsible for fund finances and financial records with specific attention on tracking and forecasting expenditure to ensure fund delivery is on budget and compliance with donor requirements and F&F regulations, and the DoA
- In collaboration with Country and Landscape Managers, ensure smooth start up or integration into existing work of fund activities, including ensuring that agreed work plans are in place to meet aims, objectives and timelines
- Collaborate with relevant regional staff members to ensure the delivery of fund activities against the workplan, targets and budgets, coordinating the inputs of regional and cross-cutting teams and partners as necessary and appropriate, considering other programme commitments to ensure effective and timely completion of deliverables
- Proactively disseminate lessons learnt both internally and externally as agreed and appropriate

**Other**

- Perform any other tasks that may be requested from time to time that are appropriate to skills and experience
- Undertake international travel to project sites, relevant conferences and international meetings as required
- Work as an active member of the West Africa and wider Africa team and attend Liberia, Guinea and Africa team meetings as required

## Person Specification

	Essential	Desirable
<b>Skills, Knowledge and Experience</b>	<ul style="list-style-type: none"> <li>• Technical skills related to the design, implementation, basic analysis and reporting of monitoring biodiversity and threats</li> <li>• Excellent communication and interpersonal skills</li> <li>• Strong written communication skills, including report and proposal writing</li> <li>• Advanced skills in Microsoft Office including Outlook and Excel</li> <li>• Fluent in written and spoken English and French</li> <li>• A Master’s degree in conservation biology, ecology, natural resources management, or other relevant discipline or equivalent work experience in a relevant field</li> <li>• Experience in providing technical oversight of work related to biodiversity conservation monitoring</li> <li>• Experience of using or implementing ranger-based monitoring tools such as SMART for adaptive conservation area management</li> <li>• Experience of using conservation technology tools such as eDNA, camera traps, Earth Ranger etc.</li> <li>• Knowledge of global best practice guidelines related to the monitoring of biodiversity and ranger-based monitoring</li> <li>• Experience of identifying knowledge or capacity, and developing and implementing training materials</li> <li>• Demonstrable experience of using GIS and data analysis software such as ArcGIS, QGIS, SPSS, R, DISTANCE or other</li> </ul>	<ul style="list-style-type: none"> <li>• Advanced data analysis skills</li> <li>• Experience working in Liberia and/or the wider West African Sub-region</li> <li>• Knowledge of the Upper Guinean Forest Landscape</li> <li>• An understanding of key issues affecting the conservation status of threatened species such as pangolins, pygmy hippopotamus, chimpanzees, elephant and landscape level biodiversity conservation.</li> <li>• Experience of publishing scientific articles in peer reviewed journals.</li> <li>• Valid driver’s license</li> </ul>

	<p>relevant software</p> <ul style="list-style-type: none"> <li>• Outstanding communicator with ability to ensure effective communication flows within and between different teams and individuals</li> </ul>	
<b>Behavioural qualities</b>	<ul style="list-style-type: none"> <li>• Demonstrates Fauna &amp; Flora's values</li> <li>• Builds positive personal and organisational relationships, working and communicating effectively across teams, partners and disciplines, showing commitment to inclusivity and cultural sensitivity</li> <li>• Willingness to regularly travel to and work in remote locations with limited resources and amenities for extended periods of time</li> <li>• Applies sound judgement under pressure</li> <li>• Approachable, and adopts a proactive and pre-emptive approach to work</li> <li>• Self-motivated, independent and resourceful, as well as a team player</li> </ul>	

# Fauna & Flora Values

Values underpin who we are and how we act. Just as values shape who we are as individuals, they define us as an organisation, creating the culture of success for which Fauna & Flora is renowned. Our people exemplify our shared values, which are interconnected and interdependent:

- We act with integrity
- We are collaborative
- We are committed
- We are inclusive, supportive & respectful
- We get things done

## How to Apply

Applications should consist of the following:

- Covering letter explaining why you are applying, relating your experience and skills to the role
- Full CV
- Contact details for two referees (who will not be approached without your permission)

Applications should be submitted electronically to [africajobs@fauna-flora.org](mailto:africajobs@fauna-flora.org).

Please mark your application '**Technical Specialist, Biodiversity & Conservation Monitoring, West Africa**' and indicate in your covering letter where you saw the position advertised.

The closing date for applications is **Sunday 20 October 2024**. Interviews are likely to take place during the week commencing **28 October 2024**.

No agencies please.

Regrettably, due to limited resources and the high number of applications we receive, we are only able to contact short-listed candidates. If you do not hear from us within four weeks of the closing date, please assume that you have not been successful on this occasion.

## Applicants with Disabilities

Fauna & Flora encourages applications from individuals with a disability who are able to carry out the duties of the post. If you have special needs in relation to your application, please contact Bethan New, People Officer, International on [bethan.new@fauna-flora.org](mailto:bethan.new@fauna-flora.org).

**Fauna & Flora values diversity and is committed to equality of opportunity**