

RECRUITMENT ANNOUNCEMENT

Position: Training and Capacity Building Project Manager

Reports to: WCS Director of the Gabon program

Country program/sector: WCS GABON/Capacity building-CEDAMM

Duration: 1 year, renewable

Type: Full-time

Deadline for applications: 7 June March 2019

Internal WCS Gabon Liaison: Financial Director, Director of Administration and Operations, Technical Assistants, Project and Site Managers.

Close collaboration with: WCS Regional Office for Central Africa; Capacity-building officers in charge of capacity building within public administrations managing protected areas in the 7 target countries of the ECOFAC 6 program; Training officers for operators and partners of the ECOFAC6 program; higher education institutions in forestry and conservation (ENEF, ERAIFT, EFG, etc.); public administrations in charge of professional and technical training.

Travel: Frequent travel to the 7 countries in the Central African sub-region targeted by the ECOFAC 6 program.

Presentation of the ECOFAC 6 program

The Support Program for the Conservation of Biodiversity and Fragile Ecosystems - Phase 6 ("ECOFAC 6") funded by the 11th European Development Fund is designed to support government institutions responsible for environmental management in Central Africa. The ECOFAC 6 program targets direct support to nearly 12 protected areas in seven different states (Gabon, Cameroon, Central African Republic, Democratic Republic of Congo, Republic of Congo, Sao Tome and Principe and Chad) members of the Economic Community of Central African States (ECCAS) and eight priority landscapes for conservation, while contributing to a green economy characterized by sustainable and inclusive economic development and the fight against climate change. To address threats to biodiversity and protected areas, the program's activities aim to: (a) coordinate sectoral activities at the level of targeted territories and regional landscapes; (b) strengthen and improve conservation systems; and (c) involve local populations in conservation. Conservation effectiveness will be enhanced through capacity building of stakeholders and the adoption of a participatory learning and management approach.

It is within the framework of the ECOFAC 6 program that the Wildlife Conservation Society (WCS) through the Dr Alphonse Mackanga Missandzou Educational Complex (CEDAMM) has been selected as the operator for the implementation of the sub-regional support action relating to the development of curriculum and other mechanisms for the training of ecoguards.

The overall objective of this action is to develop and implement a curriculum and training mechanisms for the eco-guard profession in seven countries selected under the ECOFAC 6 program.

Background of the Wildlife Conservation Society organization in Gabon

In Gabon, WCS is one of the largest and oldest conservation organizations. Through the accord de siege signed with the government of the Republic of Gabon in 2003, WCS focuses its technical assistance on knowledge of and ecological monitoring of marine and terrestrial mammals (particularly forest elephants) and fisheries resources; capacity building in the planning and management of protected areas; and law enforcement monitoring regarding natural resources.

For decades, WCS has developed theoretical and practical knowledge on Central African ecosystems (biodiversity, structure, dynamics and functioning) and tools to ensure their sustainability through the concept of integrated and participatory management. The development and transmission of this knowledge and tools is one of the missions of the Complexe Educatif Docteur Alphonse Mackanga Missandzou (CEDAMM). CEDAMM is located within the Lopé National Park, and has been selected for the implementation of the sub-regional support action for the training of ecoguards.

Position Summary

The project manager will be responsible for the planning, coordination, implementation and monitoring of all project activities.

Main responsibilities

I. Planning of project activities

- Develop annual, quarterly and monthly workplans for the implementation of project activities;
- Contribute to the development of the procurement plan for all services provided for under this action;
- Develop criteria for recruiting trainers to facilitate training sessions planned in the different countries.

II. Coordination and monitoring

- Be responsible for the proper implementation of the planned activities, ensuring that regular monitoring of progress is carried out on the basis of the project's logical framework;
- Ensure communication and collaboration with the EU Delegation in Gabon and subregional technical assistance of the ECOFAC 6 program;
- Ensure the technical and budgetary monitoring of the implementation of the action, ensuring compliance with the European Commission's technical, administrative and financial management procedures;
- Prepare regular progress reports on the project;
- Organize the annual review of the project in order to share the annual technical execution report and make recommendations for improvement;
- Ensure the follow-up on the recommendations resulting from the various monitoring and evaluation documents, including taking into consideration the gender dimension and indigenous populations;
- Provide input into the process of capitalizing on experiences related to the sub-regional technical assistance of the ECOFAC 6 program.

III. Implementation of project activities

- Participate in the recruitment process of trainers to facilitate the training sessions planned in the different countries;
- Contribute to the development of the list of skills and competences;
- Contribute to the development of the curriculum and training approaches for ecoguards;
- Ensure the coordination and monitoring of the activities of the different consultants;
- Ensure the coordination of the implementation of training sessions in the target countries;
- Ensure the project management of CEDAMM's renovation and construction activities;
- Serve as liaison for all questions related to the implementation of project activities;
- Manage the WCS personnel of CEDAMM;

IV. Communication and visibility of the project

- Plan, and implement, in close cooperation with the ECOFAC 6 sub-regional technical assistance, communication and visibility activities aimed at raising awareness of the project's objectives and the support received from the EU.

- Ensure the dissemination of all relevant documents to ECOFAC 6 program partners;
- Facilitate and regularly disseminate the conclusions and lessons learned from the implementation of project activities to national teams, partners and other relevant actors in coordination with subregional technical assistance from the ECOFAC 6 program;
- Prepare the meetings of the steering committee by providing the required documentation and highlighting the issues of concern to be addressed;
- Facilitate and promote the sharing of experiences regarding ecoguard training between countries and ECOFAC 6 program partners.

Profile of the project manager

Education

- Specialist with training expertise (level BAC+3 minimum);
- Training in project management would be a plus.

General experiences

- Good knowledge of the business approach-skills and training in the workplace;
- Knowledge of the protected area management context in Central Africa;
- Demonstrated knowledge of project planning, management and monitoring and evaluation tools, including the logical framework approach and theory of change;
- Ability to identify strategic and operational priorities and find solutions, at times in high-pressure contexts;
- Good sense of dialogue, listening skills, excellent interpersonal skills and comfortable in a multi-actor environment;
- Good synthesis and writing skills;
- Good ability to be proactive and work independently

Specific experiences

- Demonstrated experience in the field of analysis or development of continuous training strategies for professionals in public administration or civil society organisations;
- Strong knowledge of matters of initial and continuous training in the context of institutional strengthening of public administration;
- Excellent analytical, synthesis and workshop or seminar facilitation skills;
- Experience in managing EU-funded projects is considered an asset;
- Perfect command of the French language, knowledge of English or Portuguese would be a plus.

Application procedure

Interested candidates who meet the above qualifications are invited to apply. The application must include:

- A CV indicating the expert's fields of expertise and main achievements in relation to this mission;
- A cover letter;
- Names and contact information of three references

Applications must be submitted by 7 June 2019 at the latest, by e-mail to: africaapplications@wcs.org. Please include “**Training and Capacity Building Project Manager**” in the subject line of your email. Candidates must also apply online via the WCS career portal by searching job title at: <http://www.wcs.org/about-us/careers>.

Only short-listed candidates will be contacted for interviews.

WCS is an equal opportunity employer. The organization complies with all employment and labour laws and regulations that prohibit discrimination in hiring and ensure that they are taken into account in a fair

and consistent manner during the recruitment process. We are committed to hiring and supporting a diverse workforce that shares this value.
The organization offers equal opportunities to all qualified candidates regardless of nationality, race, religion, sexual orientation, veteran status.