

**WWF-PACIFIC**  
**JOB DESCRIPTION**

**Position Title:** Pacific Conservation Director

**Department:** Pacific Leadership Team (PLT)

**Reports To:** Pacific Director with dotted line to Eastern, Central Asia and Pacific Conservation Impact Director

**Directly supervises:** Head of Programme Development and Partnerships, Pacific MEL Manager, Western Pacific Blue Corridors programme manager, WWF-Fiji Conservation Programme Manager, consultants and interns as needed

**Technically supervises:** WWF Papua New Guinea Conservation Programme Manager, WWF Solomon Islands Conservation Programme Manager, WWF Fiji Conservation Programme Manager

**Location:** Suva, Fiji, Honiara, Solomon Islands or Port Moresby, Papua New Guinea

**Date:** July 2025

**Background:**

Papua New Guinea, Solomon Islands, and Fiji are home to some of the world's richest biodiversity and most resilient cultures. From Papua New Guinea's vast tropical rainforests that shelter over seven percent of the world's species; to the marine biodiversity of the Coral Triangle in Solomon Islands and Papua New Guinea; and the third longest reef system in the world in Fiji—these ecosystems are of global ecological and cultural significance. However, the Pacific region is increasingly under pressure from climate change, unsustainable resource extraction, environmental degradation, and governance challenges. These threats endanger not only nature but also the food systems, livelihoods, and cultural heritage of the region's peoples

WWF-Pacific's 2026-2030 Strategic Plan sets a bold and hopeful direction for conservation—grounded in local leadership, inclusion, and innovation. In line with WWF's 2030 Roadmap, our strategic plan focuses on four interconnected goals:

- Locally-led Conservation and Climate Resilience by improving resilience and well-being for 225,000+ people across Fiji, Solomon Islands and Papua New Guinea and beyond in the Pacific.
- Thriving Biodiversity by conserving 1 million hectares of land and sea and conserving seven endangered species groups and the Pacific blue corridors.
- Elevate Nature by shaping at least seven policies across at least five Pacific nations.
- Transition Food Systems by supporting 80 communities in nature-positive production and restoring four priority fish stocks.

With over 35 years of experience in the region and a strong presence in Fiji, Solomon Islands, and Papua New Guinea, WWF-Pacific works in partnership with communities, governments, and other stakeholders to deliver a people-centred, locally driven conservation solutions. We co-create Nature-based Solutions, support Indigenous rights and knowledge, champion Gender Equity, Disability, and Social Inclusion (GEDSI) in all our work, and advocate for policy change that reflects Pacific realities and needs.

## **II. Major Functions:**

The Pacific Conservation Director provides strategic leadership and oversight of WWF-Pacific's conservation portfolio across Fiji, Papua New Guinea, and Solomon Islands. The role is responsible for driving the development and implementation of the WWF-Pacific Strategic Plan, aligned with WWF's global goals and Roadmap 2030 outcomes/targets, leading integrated programme delivery, advancing policy and advocacy priorities, and ensuring strong alignment with enabling functions. The Pacific Conservation Director builds and maintains high-level partnerships across the WWF network and with external stakeholders, including governments, donors, civil society, and regional bodies, to deliver impactful conservation outcomes. As a key member of the Pacific Leadership Team, the role contributes to organisational strategy, cross-functional coordination, and institutional development.

## **III. Major Duties and Responsibilities:**

### **Strategic Leadership and Delivery**

- Lead the development, review, and implementation of the WWF-Pacific Strategic Plan, in line with WWF's global goals and Roadmap 2030, ensuring an inclusive and participatory approach with staff and key stakeholders across Fiji, Papua New Guinea, and Solomon Islands.
- Provide visionary leadership and coordination for all conservation activities across the Pacific, ensuring alignment with strategic goals and impact targets and in line with WWF's global goals and Roadmap 2030
- Analyze and advise on opportunities to expand on and scale WWF-Pacific's work in the region
- Regularly review, update, and communicate the WWF-Pacific Strategic Plan to promote ownership, understanding, and alignment among staff.
- Collaborate closely with the ICT & Innovation team to champion innovation, ensure effective digital tools are embedded in programme delivery, and identify emerging solutions to strengthen conservation impact.
- Work with the Safeguards and GEDSI Coordinators, Programme Managers, and People & Culture team to ensure safeguards and GEDSI principles are robustly integrated across all programmes and projects.
- Partner with enabling function leads to ensure programme strategies and delivery are well aligned and supported by strong systems, processes, and internal capabilities.
- Identify strategic opportunities for WWF-Pacific to expand its conservation support to broader Pacific community needs, including through integrated seascape and connectivity initiatives like the Western Pacific Blue Corridors by working closely with relevant staff including the Western Pacific Blue Corridor Programme Manager

### **Policy, Advocacy and External Engagement**

- Provide strategic leadership on WWF-Pacific's policy and advocacy work, collaborating with the Pacific Director, Country Managers, Policy Managers, Conservation Programme Managers and others to shape, promote, and advance WWF's positions on priority issues.
- Represent WWF-Pacific in regional and international policy forums, WWF Network platforms and key stakeholder events, enhancing visibility and influence, particularly for transboundary efforts such as the Western Pacific Blue Corridors.
- Build and maintain strong networks and strategic alliances with NGOs, governments, donors, CSOs, and other stakeholders to advance conservation and policy goals.
- Work with the Communications & Knowledge Management team to ensure our policy positions and advocacy efforts are communicated effectively to a range of internal and external audiences.
- Strengthen policy advocacy capacity within WWF-Pacific and among partners, and create space for community and civil society voices in regional and global policy processes.
- Collaborate with the WWF Global Policy team to elevate Pacific conservation issues and contribute to global and regional policy priorities, in line with WWF's global goals and Roadmap 2030

## **Programme and Partnership Development**

- Collaborate with the Head of Programme Development and Partnerships to evaluate concept notes and proposals for strategic alignment and technical integrity.
- Analyze and advise on partnership and funding opportunities to expand on and scale WWF-Pacific's work in the region
- Support the development, coordination, and submission of high-quality funding proposals to donors including government agencies, foundations, and other partners, including for cross-cutting initiatives such as the Western Pacific Blue Corridors.
- Provide programme inputs into corporate and individual fundraising efforts, working closely with Communications and the Partnerships teams to ensure alignment with strategic objectives and impact priorities.
- Work in partnership with enabling function leads to ensure new programme development is informed by organisational capacity, operational feasibility, and risk considerations.
- Support strategic donor engagement and stewardship to strengthen and diversify funding sources in collaboration with the Pacific Director and Head of Programme Development and Partnerships.

## **Conservation Programme Oversight and Integration**

- Provide overall leadership and strategic guidance to the WWF-Pacific conservation portfolio, ensuring alignment with the Strategic Plan, regional priorities and in line with WWF's global goals and Roadmap 2030
- Ensure effective coordination and coherence of conservation initiatives across countries, including knowledge sharing and collaboration between teams.
- Oversee the implementation of audit recommendations related to conservation, ensuring compliance and continuous improvement, in coordination with the Finance, Admin, Risk and Compliance team.
- Supervise the Environmental and Social Safeguards work and provide high-level guidance on safeguards and GEDSI integration across programmes.
- Serve as an active member of the Pacific Leadership Team (PLT), contributing to organisational leadership, strategic direction, policy development, and cross-functional collaboration.
- Collaborate closely with all enabling function leads to ensure conservation work is fully supported by robust systems, policies, communications, and internal learning mechanisms.
- Support strong collaboration across PLT members to drive integrated delivery of WWF-Pacific's strategic goals and outcomes.

## **People Leadership and Organizational Development**

- Assess and review staffing needs and structures in collaboration with the Pacific Director, Country Managers, and People & Culture team to ensure the conservation function is resourced and structured for impact.
- Lead and support the recruitment, onboarding, and performance management of key regional and country conservation staff.
- Provide mentoring and coaching to Conservation Programme Managers and other staff to foster a high-performing, inclusive, and values-based culture.
- Work with the People & Culture team to ensure professional development, wellbeing, staff retention and talent management are actively supported across the conservation programme.

## **Risk, Crisis and Issue Management**

- Act as the regional focal point for programme-related risk management and crisis response, ensuring early identification and mitigation of emerging risks.
- Provide technical guidance and support to Country and Programme Managers on complex conservation challenges, and collaborate with relevant enabling functions to ensure coordinated and timely resolution.
- Work with the Head of Finance, Admin, Risk and Compliance to ensure programme-level risks are monitored, documented, and managed appropriately as part of the WWF-Pacific risk register

## **Planning, Monitoring, Evaluation, Learning (PMEL) and Reporting**

- Oversee monitoring, evaluation, reporting and learning processes for the WWF-Pacific Strategic Plan and annual work plans, aligning impact metrics with global conservation goals and Roadmap 2030, in collaboration with the Pacific PMEL Manager and country teams.
- Ensure timely and high-quality technical and financial reporting, supporting donor compliance and programme accountability, in coordination with Programme, Finance and PMEL teams.
- Support internal learning and adaptive management by fostering a culture of reflection, analysis, and innovation within conservation teams.
- Collaborate with the Communications & Knowledge Management team to share key insights, success stories, and lessons learned across WWF-Pacific and the WWF Network.
- Provide regular programme reports and insights to the PLT and support the Pacific Director in reporting to WWF International and the Asia-Pacific region against strategic KPIs.

## **IV: Profile**

### **Required Qualifications and Experience**

- A Master's degree in natural resource management, environmental or conservation management, sustainable development, or a relevant related field.
- Formal qualifications or demonstrated experience in project and programme management, including results-based management frameworks.
- Additional academic training or qualifications in business administration, organisational leadership, or strategic management are an advantage.
- At least 10 years of progressive experience in leading and managing integrated, multi-country or large-scale conservation or sustainable development programmes, including at least 5 years in the Pacific region or similar regional context.
- Proven experience working at a senior leadership level in cross-functional teams, across conservation, policy, partnership, and operational domains.
- Demonstrated ability to lead strategic planning processes, manage large budgets and oversee complex, multi-stakeholder programme implementation.

### **Required Skills and Competencies**

- Proven track record in programme strategy development, delivery, and monitoring, including use of adaptive management and learning systems.
- Demonstrated excellence in developing, writing, and negotiating successful programme and project funding proposals with bilateral and multilateral donors, philanthropic foundations, and corporate partners.
- Strong experience in donor relations, reporting, and compliance, including overseeing technical and financial reporting for large, multi-year grants.
- Sound knowledge of the Pacific conservation and development landscape, including regional policy processes, institutions, and key players.
- Demonstrated ability to lead both field-based and office-based teams across diverse geographic and cultural contexts, fostering high performance and inclusion.
- Experience working in partnership with enabling functions (e.g., Finance, People & Culture, ICT, Communications) to deliver integrated programme results.
- Strong experience in building and managing partnerships with government, NGOs, CSOs, academic institutions, and the private sector.
- Demonstrated expertise in policy advocacy, including influencing sustainable resource management or conservation policy at national and regional levels.
- Experience engaging with the media and representing an organisation in public forums, both regionally and internationally.
- Exceptional written and verbal communication skills in English; understanding of Pacific languages (e.g. Fijian, Tok Pisin, or Solomon Pijin) is an asset.
- Demonstrated success in coaching and mentoring senior staff, developing team capacity, and promoting a learning culture.

- High level of resilience, initiative, and ability to manage complex and competing priorities under pressure.
- Strong commitment to equity, inclusion, and environmental and social safeguards, including integration of GEDSI principles in programming.

#### **WWF Behavioural Competencies**

- **Strive for Impact** – Drives high-quality programme outcomes that contribute to measurable conservation impact.
- **Listen Deeply** – Demonstrates strong empathy and active listening in multicultural, multi-stakeholder environments.
- **Collaborate Openly** – Builds trust-based relationships across teams and partners to strengthen collective results.
- **Innovate Fearlessly** – Champions new ideas and approaches, encourages experimentation, and leverages digital and organisational innovation.

#### **WWF Core Values**

- **Courage, Integrity, Respect, and Collaboration** – consistently demonstrated through decision-making, partnerships, and leadership behaviours.

### **V. Working Relationships**

#### **Internal:**

- Work closely with the Pacific Director and the Pacific Leadership Team to support effective organisational strategy, decision-making, and cross-functional integration.
- Maintain strong collaboration with Country Managers, Conservation Programme Managers, and their teams across Fiji, Papua New Guinea, and Solomon Islands.
- Engage regularly with enabling function leads, including People & Culture, Finance & Admin, ICT & Innovation, Communications & Knowledge Management, and Programme Development & Partnerships to ensure aligned, efficient, and impactful programme delivery.
- Coordinate with other WWF-Pacific staff and project teams to ensure synergies, learning, and consistent application of safeguards, GEDSI, and strategic frameworks.
- Build and maintain active relationships with the WWF Network, including national offices in Australia, New Zealand, US, Belgium, UK and other relevant Pacific partners, as well as regional and global programme, practice, and policy teams.
- Contribute to and collaborate with WWF global initiatives, WWF practices including climate and energy, food, finance and biodiversity (including the oceans community, freshwater community, forest community and wildlife community), and relevant thematic or regional networks.

#### **External:**

- Establish and maintain effective relationships with relevant national and sub-national government institutions in Fiji, Papua New Guinea, and Solomon Islands.
- Build strategic partnerships with civil society organisations, community groups, academic institutions, private sector actors, and donor agencies involved in conservation and sustainable development across the Pacific.
- Engage with regional and international platforms, intergovernmental bodies, and policy forums relevant to conservation, sustainable resource management, climate resilience, and development in the Pacific.
- Collaborate with partner NGOs and networks to amplify advocacy, influence policy, and deliver joint programmes.