



JOB DESCRIPTION

Position title: Footprint Conservation Director, WWF-Viet Nam (FCD)
Reports to: Chief Conservation Officer (CCO), WWF-Viet Nam
Supervises: Program Leads in Oceans (Ocean Plastics), Climate Change & Energy, Foods, Sustainable Financing and relevant consultants
Location: Hanoi/ Hochiminh, Vietnam
Date: April 2021

I. Background:

WWF was one of the first International non-government organizations working in Vietnam. In 1985, WWF began working on a national conservation strategy and since then has worked closely with the Vietnamese Government on a diverse range of environment issues and implemented field activities across the country. Find out more at <http://vietnam.panda.org/>. WWF recognizes that its employees are its most important asset. A competent workforce, thoroughly trained, properly motivated, and bound together by mutual trust and common objectives is crucial to the success of WWF.

WWF is implementing a comprehensive program of conservation activities in the Mekong Basin with a strong focus on the Mekong Delta, one of the 2 priority landscapes of WWF Vietnam. WWF is also engaged in the Resilient Asian Deltas initiative that includes the Mekong Delta.

Vietnam is one of the top five countries globally contributing to ocean plastics. The root causes underpinning the alarming volumes of plastic debris currently entering the Pacific Ocean is directly related to consumption and production patterns in Vietnam, in particular sorting, collection and treatment capacities, as well as attitudes and behaviours concerning waste, recycling and littering.

On the footprint perspective, as Vietnam is on a just transition to a climate resilient and low carbon future for people and nature contributing to global cooperation to limit warming to 1.5oC. On the other hand, 50% of the agriculture and aquaculture farming areas in the Mekong Delta of Vietnam is sustainably managed, with no habitat conversion (C-free), by applying efficient use of resources and climate –smart farming practices and to ensure biodiversity conservation, resilience to climate change, and benefits to rural communities. Therefore, to increased awareness in choice of environmentally and socially sustainable foods is needed.

Major Functions:

The Footprint Conservation Director is a member of Country Management team and will oversee the delivery of all conservation outcomes and partnerships under the technical areas of conservation footprint drivers including Oceans, Climate and Energy, Foods and Sustainable Financing. S/he will ensure that the program development and implementation aligns with the Country Strategy in those areas and delivers the conservation objectives therein including insuring tracking of impact for national, regional and global reporting.

S/he will ensure that WWF-Vietnam develops and maintains relationships with Government Aid Agencies (GAA), Foundations, Trusts, strategic corporate partners and the WWF Network; s/he will ensure the effective coordination and development of fundraising proposals in order to deliver footprint program objectives of the Country Office Strategic Plan, aligned with Practice and Global goals.

The position will technically and administratively manage staff and resources under these thematic areas of work and act as a representative for the program with donors, government partners, corporates and other stakeholders. The position will work closely with the Chief Conservation Officer and the Resource Mobilisation Director to develop winning bids for proposals that meet the strategic needs of the office. The successful candidate will be comfortable working from the technical field level to international policy frameworks.

III. Major Duties and Responsibilities:

- Responsible for development, monitoring, reporting, and evaluating the country's 2021-2025 Strategic Plan in relation to footprint related practices and program including Oceans, Climate and Energy, Foods and Sustainable Financing and overseeing coordination of the Mekong Delta Landscape;
- Accountable for the delivery of high-level conservation successes through the implementation of WWF-Vietnam's conservation programs as prescribed in the WWF-Vietnam Strategic Plan;
- Accountable for resource management of the programs of Climate and Energy, Food, water footprint and Sustainable Finance and the Mekong Delta Landscape
- Responsible for coordination of annual planning for conservation teams under their management and for ensuring project and budget compliance as well as reporting processes;
- Lead, coach, and develop members of footprint programs to conduct reflective performance appraisals and adaptive management.

- Work with the COO and other functions during program audits and lead the implementation of audit recommendations relevant to footprint programs
- Share responsibility for stakeholder engagement with the country Practice Lead/Focal Points particularly for national level stakeholders (e.g., Ministries) and accountable for coordination of cross-conservation stakeholder engagement;
- Lead network relationships with regional and global practice staff in the areas of Climate and Energy, Food, Water Footprint, Sustainable Finance, and Markets.
- Identify Country Office Contributions and integrate the program into global practice High Impact Initiatives to strengthen the country practice conservation strategies and power of the network;
- In coordination with the Resource Mobilisation Director, to ensure sustainable financial glidepath to achieve footprint objectives, and to take part in the fundraising activities for PSP, corporate and WWF National Office funding opportunities.
- Ensure that WWF Social Policies, including safeguarding measures are implemented and mainstreamed within the Footprint practices.

IV. Profile:

- At least Master's degree in a field relevant to project/programme administration and/or water/natural resources management, environmental or conservation management or relevant fields.
- Proven experience in managing large and complex environment & development projects/programmes in developing country
- At least 10 years of post-graduate full-time practical experience preferably in plastic and natural resources projects, including, ideally, 2 years in the WWF network;
- Minimum 5 years of proven track record in project management, leading teams in public-funded projects of > 4 million USD.
- Work experience in Vietnam, or any other Mekong country is an additional asset, or neighboring countries with similar socio-economic setting.
- Excellent understanding of development partnerships, fund-raising, donor strategies, functions and international relations.
- Experience and success in developing and writing footprint related project proposals to government aid agencies, foundations and corporates (>1M USD);
- Knowledge of M&E methodology, quality assurance. Knowledge of Project/Programme Planning and Management; familiar with implementing ESMF.

Required Skills and Competencies

- Strong leadership skills
- Strategic thinking and development of strategic plans
- Report writing skills for a variety of audiences
- Proposal development and writing skills for a variety of audiences
- Excellent presentation, communications, public speaking and negotiation skills
- Interpersonal and influencing skills
- English fluency
- Identifies and aligns with the core values of the WWF organization: Courage, Collaboration, Respect & Integrity;
- Adheres to WWF's brand values: Knowledgeable, Optimistic, Determined and Engaging;
- Demonstrates WWF behaviors in ways of working: strive for impact, listen deeply, collaborate openly and innovate fearlessly

V. Working Relationships:

Internal: Coordinate closely with the Drivers Conservation Director and Resource Mobilisation Director; interact on a regular basis with Finance, Communications M&E and ESSF Functions as well as project managers of large investments with footprint elements and Asia Pacific regional technical leads and global practice staff and the PIA shareholder group.

External: Interact with government agencies, project donors, local partners, consultants, and also build relationships with related institutions/organizations which may be necessary to promote the project's current and future implementation.

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