PROGRAMME MANAGER GREAT SEA REEF (GSR)

About WWF

The World Wide Fund for Nature (WWF) is one of the largest and most highly regarded conservation organization’s in the world and aims to stop the degradation of our natural environment and build a future in which humans live in harmony with nature.

The Role

The Programme Manager Great Sea Reef (GSR) role requires strong project management experience and is responsible for leading the Great Sea Reef Programme through the overall management of programme planning, implementation, monitoring and reporting on Great Sea Reef according to WWF conservation objectives and strategies and donor agreements. This also includes fundraising to ensure a well-resourced programme; people management of GSR team and continued networking and co-ordination of activities with relevant stakeholders including network leads, local project communities, Government and other partners.

Duties and Responsibilities, not limited to:

- Assume responsibility to lead, manage & deliver the strategic planning aspects of the Great Sea Reef programme including planning, implementing, analyzing, providing solutions and reporting on programmes and budgets.
- Develop and manage a portfolio of marine projects that support WWF’s work in the Great Sea Reef in relation to the priority landscape within the Oceans Practice.
- Manage and deliver each project in accordance with the project description to meet WWF and donor requirements, including risk assessments and mitigation, ensuring technical and scientific credibility throughout the project lifecycle to build WWF-SP brand.
- Work with internal units, WWF partners & other stakeholders to forecast, produce C2G concepts for assessment & approval in order to secure and manage project funding approvals.
- Lead teams within areas of responsibility by providing necessary resources, technical leadership, mentorship, conflict resolution and capacity building.
- Work with the team towards effective agreed objectives & work plans and hold one to one meetings to ensure effective project delivery.
- Contribute to the development of teams and individuals through the PDJ performance system and providing advice on personal development.
- Work & consult with Fiji Conservation Director & Communications to disseminate conceptual and complex ideas in appropriate content & form to a wide variety of audiences using appropriate media and methods to promote understanding.
- Ensure written programmatic work is submitted to journals, congress and conferences abstracts to ensure wider take up of practice and lesson learning and build WWF-SP brand.
- Consult with Fiji Conservation Director & Senior Policy and Government Affairs Manager regarding content to inform technical and policy positions for reports, campaigns and the media.

Required Skills and Experience:

- A relevant degree in an appropriate discipline or equivalent required in marine science, management, environmental economics, ecosystem valuation, or other relevant field.
- Experience in socio-economic monitoring, development and implementation of marine conservation projects or programmes.
- At least 5 years’ experience in programme & project work. Preferably at least 3 to 5 years’ experience in multi-disciplinary project management and multi-stakeholder initiatives in the natural resource management field would be advantageous.
• Excellent command of both written and spoken English and Itauei, and experience in engaging communities.

Competencies:

• Demonstrated ability to deliver projects on time and within budget.
• Demonstrated skills in management, motivation and development of staff.
• Knowledge of and experience with development and/or environment issues.
• An ability to manage high workloads, multi-task and prioritize work.
• Computer literacy & project management skills required.
• Flexible approach and commitment to working as part of a team.
• Clearly demonstrates behaviors aligned to the culture of WWF: Strive for Impact, Listen Deeply, Collaborate Openly and Innovate Fearlessly.
• Identifies and aligns with the core values of the WWF organization: Courage, Integrity, Respect & Collaboration.

Remuneration: An attractive package shall be negotiated with the successful candidate based on their appropriate knowledge and skills. Contract duration is for 3 years depending on annual performance review and funding availability.

Applications procedures: Interested applicants are encouraged to send an application, including a complete CV with full contact details of three referees in PDF format. Applications addressed to the Head of Human Resources, should be sent via email with the subject “Programme Manager Great Sea Reef (GSR)” to ppo.hr_recruit@wwfpacific.org by close of business, Tuesday 03rd August 2021. A copy of the job description can be downloaded from our website: www.wwfpacific.org

WWF is an equal opportunity employer. Eligible women candidates are encouraged to apply. Only short-listed candidates will be called for interviews.