

Terms of Reference

Fisheries & Marine Resource Conservation & Management Intern

WWF-Solomon Islands Internship Program

Position Type:	Internship
Position Title:	Conservation Programme Intern
Eligibility:	Solomon Islands Nationals (18-30 years old)
Reports to:	Solomon Islands Conservation Programme Manager - Technically to Regional Youth Engagement Coordinator
Work Location:	Gizo, Western Province, Solomon Islands
Duration	12 Months
Date:	October 2025
Remuneration	Bi-Monthly Stipend

1. Background

1.1 Worldwide Fund for Nature (WWF)

WWF is an independent conservation organization, striving to sustain the natural world for the benefit of people and wildlife. From individuals and communities to business and government, we are part of a growing coalition of world leaders to set nature on the path to recovery by 2030. Together, we seek to protect and restore natural habitats, stop the mass extinction of wildlife, and make the way we produce and consume sustainable.

WWF's mission is to stop the degradation of the planet's natural environment and to build a future in which humans live in "harmony with nature". To further strengthen our deep commitment to working towards inclusive and sustainable solutions, WWF-Pacific is seeking to increase youth engagement in its projects and programs in Gizo, Western Province.

1.2 WWF Pacific

WWF Pacific is working together with communities and partners towards the following: All Pacific peoples and nations are empowered, climate resilient and prosperous, with nature thriving and visibly and measurably recovering - a 'People and Nature Positive Pacific'. From Papua New Guinea with the third largest tropical rainforest in the world and home to over seven percent of the world's total number of species, to the Solomon Islands with record numbers of fish species; to

the world's third longest continuous barrier reef system in Fiji. The richness and diversity of species found in the Pacific is globally significant. Papua New Guinea and Solomon Islands both form part of the Coral Triangle, the centre of the world's marine biodiversity. Some of the most coral reefs less exposed to climate change are found in Fiji and Solomon Islands. WWF works across Papua New Guinea, Fiji, and Solomon Islands with offices in each country and a regional hub to serve communities and protect this region's rich and unique biodiversity.

We have three goals that outline our ambition and the cross-cutting nature of our work and what we are working towards long-term: empowered Pacific peoples, integrated ocean management and climate resilient Pacific nations. Our overarching focus is on community and ecosystem resilience combined with area-based conservation, working towards 30x30 and safeguarding the lands and waters of the Pacific. We focus on conservation priorities across 30x30: community-led conservation, sustainable fisheries and blue foods, conserving marine species, reducing deforestation, Pacific policy leadership, Gender Equity, Disability and Social Inclusion (GEDSI) mainstreaming and sustainable blue economy.

This internship is supported by WWF- International and is facilitated through WWF-Solomon Islands to provide career pathways for young Solomon Islanders who have a passion for a career in fisheries and marine resource conservation and management, sustainable development, and/or sustainable nature-based solutions and livelihoods.

Key tasks

The intern will work closely with the WWF Western Seascape Programme Manager to support the implementation of WWF Solomon Islands programmes implemented in the Western Province. This support will encompass a variety of office and field-based tasks, including those outlined below. The intern will work closely with other staff in the office, including Monitoring, Evaluation and Learning and communications staff to support documenting and sharing learnings.

Task	Deliverable
Support the preparation and implementation of field activities including community workshops; trainings; socio-economic surveys; field monitoring, community pathways;	Demonstrated learning and knowledge gained in the following: <ul style="list-style-type: none"> • Preparation of Meeting & Field reports • Marine resource monitoring. • Facilitation skills • Conducting community-based surveys • GEDSI awareness and mainstreaming
Gathering all relevant documents together and uploading them to the relevant online folder – this includes Community Agreements, Management Plans, socioeconomic survey results, biological survey results (sea grapes and reef), field visit reports, community facilitator capacity survey responses, consent forms from stakeholders for using their photo and	All data stored online in shared folders

quotes in communications material and all other relevant data	
Transferring data from those documents and other sources such as the beneficiary database, the community engagement tracking sheet, project proposals and strategy documents, reports, Coastal Communities database into the online site-based database to consolidate all existing data	Online database updated Session with WWF team to provide an overview of where the data has been saved, what data we have and how to keep it updated moving forwards
Upload reef monitoring data into Mermaid and analyse the data we have	Survey data in Mermaid for the 10 sites where we have done reef monitoring Session with WWF team to give an overview of data input and visualization.
Support the development of nature positive businesses through value-add community enterprises development in at least 2 communities and look for opportunities to scale this nature-positive business approach to other communities where WWF-Solomon Islands works (with a focus on Central Province).	Scoping report for scaling this nature positive business approach to other communities where we work focusing on sea grapes or other marine commodities that offer similar nature-based solutions
Support the CBFM team to develop CBFM plans, review existing management plans; to develop community action plans and enforcement programs for newly established CBFM communities.	CBFM plans and enforcement programs for newly established CBFM communities
Support the CBFM Coordinator and team to ensure that the data required to complete the Monitoring Plan for the project is collected.	Monitoring plan data collected and stored
Conduct a mini-learning exchange with partners and students at SINU to showcase the learning and work completed under the internship.	Learning exchange completed

Profile

Required qualifications and experience

- Tertiary qualifications (e.g., in Fisheries Studies, Environmental Science, or related fields) are desirable but not essential. We recognize that practical experience, community knowledge, and a strong commitment to conservation can be just as valuable as formal academic credentials.

Required skills and competencies

- A demonstrated interest in conservation, natural resource management, or community development, gained through formal education, work experience, or voluntary engagement.
- Practical experience working with communities, particularly in community consultation, awareness raising, or facilitating participatory activities—is highly valued.

We particularly encourage applications from individuals who:

- are working toward a degree but may have paused their studies due to financial or personal circumstances.
- bring strong local knowledge and connections, particularly within the Western Province.
- have a strong track record of community engagement and a passion for environmental stewardship.
- strong interpersonal and communication skills, with the ability to work effectively in cross-cultural and community-based settings.
- willingness to travel to and reside in remote areas as required.
- a genuine enthusiasm for learning and contributing to conservation efforts.

Working Relationships:

Internal – Interacts regularly with the Western Seascapes and CBFM Manager for all Conservation projects operating in Western province.

External – Target communities, government and local authorities, private sector, and other external partners, including regional and international NGOs and civil society organizations.

HOW TO APPLY:

- A written motivation letter to apply for this position– (Your motivation letter outlines your interest in the role and highlights why you are suitable for the role - max word limit 500 words)
- An updated Curriculum Vitae (CV)

Closing date: 15 August 2025

Address Applications to Morris Metuo, People and Culture Officer:

Email: ppo.hr_solsrecruit@wwfpacific.org

Drop off: WWF Solomon Islands Office - Smile and Smile Building (opposite Melanesia Haus)
2nd Floor, Rove

This job description covers the main tasks and conveys the spirit of the responsibilities that are anticipated. Other tasks may be assigned as necessary according to organizational needs.

WWF is an equal-opportunity employer and has a genuine commitment to diversity and inclusion. We encourage candidates of all cultures, genders, abilities and experiences to apply.

Only shortlisted candidates will be contacted and advance to the next stage of the selection process.

*We are committed to fostering an inclusive recruitment experience for everyone. If you need assistance with your application, or a reasonable adjustment to the recruitment and selection process, please let us know at any time during the recruitment process. **We are particularly keen to hear from female candidates or people living with a disability from local indigenous underserved communities who are often underrepresented in conservation.***

WWF has a zero-tolerance policy on conduct that is incompatible with our values, including sexual exploitation and abuse, sexual harassment, abuse of authority, and discrimination. WWF is committed to promoting the protection and safeguarding of all candidates. All selected candidates will, therefore, undergo reference and background checks, and will be expected to adhere to our values, code of conduct, network protocols, policies, and safeguards.

For more details on our values, **Courage, Integrity, Respect and Collaboration**, log on to the link mentioned below:

https://wwf.panda.org/discover/about_wwf/our_values/

Prepared by Supervisor: _____

Date: _____

Accepted by Employee: _____

Date: _____