



FAUNA & FLORA
INTERNATIONAL

**Sturgeon Project Officer,
Georgia, Eurasia**

Application Pack

“In the past century FFI has consistently saved species from extinction and protected habitats from destruction. Their solutions have always been practical, efficient and sustainable in local circumstances.”

**Sir David Attenborough,
FFI Vice-president**

Innovative conservation since 1903

FAUNA & FLORA INTERNATIONAL

Founded in 1903, Fauna & Flora International (FFI) is the world's longest-established international conservation organisation. Our vision is to create a sustainable future for the planet where biodiversity is conserved by the people living closest to it. We aim to do this through the conservation of threatened species and ecosystems worldwide, choosing solutions that are sustainable, based on sound science and take account of human needs. We have become a trusted entity in the world of conservation. Today FFI is active in over 40 countries.

EURASIA PROGRAMME

Many of Eurasia's landscapes are recognised worldwide for their beauty and wilderness value, yet the importance of their biodiversity is frequently overlooked. The Eurasian steppe, the beech forests of the Carpathians, the Portuguese Montado and the fruit and nut forests and mountain ranges of Central Asia are just some of the stunning and biodiversity rich ecosystems in the region. They contain unique and rare wildlife such as the saiga antelope, the Iberian lynx, the elusive snow leopard and ancient species of apple and walnut.

FFI is one of only a few international organisations working in the Eurasia region and is helping to raise awareness of the need for action amongst other international conservation and development charities. Many of our projects have laid the foundation and created the necessary infrastructure for other organisations to move in and help tackle the challenges of the region. We aim to build the capacity of local partners to conserve priority species and habitats. Our focus is in three core areas: Central Asia, the Caucasus, and Central-Eastern Europe and the Balkans. We also undertake 'emergency' interventions in countries outside of these core regions and are addressing marine and coastal conservation issues in Turkey and Cape Verde and most recently on the island of Príncipe in the Gulf of Guinea.

We are working with our partners to implement an exciting range of initiatives focused on ecosystems, habitats and species conservation in both the marine and terrestrial environments. Activities include addressing human wildlife conflict, biodiversity planning, establishing marine protected sites, capacity building for conservation, alternative livelihood development and community outreach.

THE OPPORTUNITY

This is an exciting opportunity to work as part of FFI's Caucasus programme. We are seeking qualified candidates to join our team as a Sturgeon Project Officer. Your responsibilities will include extensive time in the field communicating and working with local communities and stakeholders to deliver conservation solutions for the sturgeon in the Rioni River. You will be responsible for ensuring the effective coordination and technical delivery and reporting of the project, and representation of FFI in the region.

You will lead on engaging with traders at fish markets; establishing and supporting a community sturgeon monitoring team; leading on the monitoring of sturgeon supply chains and by-catch, and; providing support to monitoring teams, environmental inspectors, field biologists and trainers and their activities at the project site.

The post would be ideal for someone who enjoys working independently in the field for periods of time. Depending on the season and activities, you may spend up to 75% of your time in Samegrelo, Guria, and Imereti. You will have excellent communication skills and enjoy working with local people to find creative solutions to problems. You will have proven experience in community engagement, participatory approaches, and sustainable livelihood initiatives. A good knowledge of biodiversity conservation and experience in developing and delivering field surveys in Georgia is required. You will be well organised and able to manage a busy programme of work. You will be able to speak Georgian and English to a good standard and able to write reports in English. Mingrelian language would be also be desirable.

A strong team player, you will enjoy working in a dynamic team environment where creative approaches and thinking are being brought to deliver project concepts. A Master's degree or equivalent level qualification in a relevant discipline and experience in a related role and working situation are expected. In return, the role offers the opportunity to work with a ground breaking and entrepreneurial organisation, at the forefront of conservation in the Caucasus region.

JOB DESCRIPTION

Start Date:	1 December 2017 or as soon as possible
Contract Duration:	Eighteen-month contract, with potential to extend subject to business need and funding availability
Probation Period:	Four months
Location:	Tbilisi, Guria, Imereti, Samegrelo
Benefits:	25 working days' annual leave entitlement plus national public holidays observed in Georgia
Hours of Work:	This is a full-time (40 hour) position requiring flexible working

TERMS OF REFERENCE

Job Title:	Sturgeon Project Officer
Reporting to:	FFI Caucasus Programme Manager
Working with:	FFI Caucasus and occasionally wider Eurasia Programme staff

Responsibilities include:

To work as part of the FFI Caucasus team to deliver a programme of work to secure the long-term conservation of Sturgeon species in the Rioni River. Specifically, to support and ensure the development and effective, efficient and timely delivery of community engagement, survey and research and monitoring aspects in the project region. You will also on occasion be required to contribute to the activities of the wider Caucasus programme.

Specific Duties:

1. Lead on the management of finances and operations related to activities under your responsibility and provide general technical support to project activities on a day-to-day basis.
2. Lead on the development and implementation of surveys, monitoring and capacity building related to activities under your responsibility and provide technical support to these on a day-to-day basis.
3. Develop targets and work plans for activities to be managed, taking into account FFI's existing approach to project implementation.
4. Ensure appropriate monitoring and review of the delivery of activities in order to inform project adaptation and timely delivery.
5. Ensure that internal reporting requirements are met, providing written reports in English.
6. Take responsibility for ensuring delivery of good quality written and financial reports within agreed internal and external deadlines.
7. Maintain an effective record of contacts and project activities and financial expenditure.
8. Effectively communicate and build working relations with project partners and local stakeholders, including local communities and specific focal groups of people with them, to deliver agreed activities in accordance with project objectives.
9. Oversee and support the work of and maintain regular communications and liaison with other project staff and consultants and volunteers involved within projects.
10. Maintain good communications with the Caucasus Programme Manager and provide reports and updates as required to keep the Manager fully informed of activities, problems and issues.
11. Undertake the development of project budgets in line with agreed work plans.
12. Ensure alignment of new and / or parallel projects leading to a cohesive programme of work addressing the conservation of Sturgeon.
13. Support and contribute to the development of follow-up projects and securing funding for projects under your responsibility and contribute to other project and regional fundraising and development activities as required.
14. Maintain relations with other FFI staff working on projects through regular engagement and exchange.
15. Conduct regular site visits and meetings, and work collaboratively to resolve any problems.
16. Ensure that projects activities are conducted to a high standard of health and safety and environmental good practice.
17. Assist in promoting project activities both internally and externally, liaising with and providing written material to partners and other stakeholders
18. Provide input, where appropriate, on other technical work undertaken by the conservation team under the FFI Caucasus Programme.
19. With agreement of the line manager, perform any other tasks that may be requested from time to time that are appropriate to skills and experience.

PERSON SPECIFICATION

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Excellent organisational and project management skills • Excellent communication skills and ability to build effective working relations with local stakeholders • Strong technical skills relating to conservation and sustainable livelihoods • Proven ability to develop and manage conservation and community activities in the field • Proven ability to collaborate effectively with partner organisations, including governments, national and local NGOs and businesses • Ability to communicate publicly (written and oral) and with a wide range of audiences • Fluency in written and spoken Georgian • Proficiency in written and spoken English • Good financial / budget management skills • Swimming skills • Driver's license • Agile and capable of doing physically demanding tasks 	<ul style="list-style-type: none"> • Mingrelian language • Affinity for fishing • Fishing skills • Boat steering skills
Knowledge and experience	<ul style="list-style-type: none"> • A relevant Masters degree in a conservation or related subject • At least three years' experience of working on conservation and / or community issues • A good technical background including knowledge of biodiversity conservation and experience in developing and delivering field surveys in Georgia. • Proven experience in community engagement, participatory approaches, and sustainable livelihood initiatives • Experience working within a small team and in remote environments 	<ul style="list-style-type: none"> • Experience of working with local rural communities, including women, at the household level and promoting the development of sustainable livelihoods
Behavioural qualities	<ul style="list-style-type: none"> • Enjoys working independently in the field including physically demanding travel and field excursions • Excellent team player who is happy and able to provide support to others, with the ability also to work well under own initiative • Consistently meets deadlines and keeps promises to all stakeholders • Ability to deal with challenges in a positive way • Strong and effective communicator • Builds positive personal and organisational 	

	relationships <ul style="list-style-type: none"> • Commitment to conservation and community-led development process and empowering local women and men • Demonstrated willingness to think creatively, to problem-solve, and to try new approaches • High standards of integrity, professionalism, and impartiality. 	
Other	<ul style="list-style-type: none"> • Ability to live/stay for an extended periods in the project target region • Previous experience living in rural locations 	

APPLICATION PROCESS

Applications, consisting of a covering letter explaining why you are applying for the position and relating your experience and skills to the role, a full CV, and contact details for two referees (who will not be approached without your permission) should be submitted via email to Fleur Scheele, Caucasus Programme Manager, at fleur.scheele[at]fauna-flora.org.

Please mark your application '**Sturgeon Project Officer, Georgia**' and indicate in your covering letter where you saw this position advertised.

The closing date for applications is **30th November 2017**.

APPLICANTS WITH DISABILITIES

FFI encourages applications from individuals with a disability who are able to carry out the duties of the post. If you have special needs in relation to your application, please contact Fleur Scheele, Caucasus Programme Manager, FFI, on tel: +995 32 291 32 55 or email: fleur.scheele[at]fauna-flora.org

FFI values diversity and is committed to equality of opportunity