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JOB DESCRIPTION

Position Title: Salonga National Park Manager (Site Lead)
Supervised by: Director of Conservation, WWF DRC and the ICCN Director General
Supervises: Technical and administrative team of the Salonga National Park
Location: Monkoto, in the protected area with constant travelling to Kinshasa
Date: October 2015

Background

The World Wide Fund for Nature (WWF) has launched an ambitious conservation program in the Congo Basin. In the Democratic Republic of Congo (DRC), precisely in the Salonga National Park (SNP) and its landscape, WWF is carrying out 8 programs, one of which has been under way since 2005. A world heritage site and second largest tropical forest protected area in the world, the Salonga National Park has a bio-diversity of exceptional value. The species, ecosystems and ecological processes of this protected area make of it a first-class heritage site for the "Institut Congolais pour la Conservation de la Nature" (the Congolese Institute for Conservation of Nature - ICCN), DRC and for humanity as a whole. Yet, the SNP has been under severe threats which endanger not only its exceptional universal values, but also steps towards sustainable management of natural resources in the Congo Basin.

Under a joint-management with the Congolese Institute for Conservation of Nature (ICCN), WWF will implement a work program over many years, deployed both within the protected area and its environs. This program aims at safeguarding the Park within the framework of one of the priority landscapes of COMIFAC. In the CAFEC-USAID program, WWF is currently the Landscape Lead for the Salonga Landscape. This program brings together ICCN, other nature protection NGOs as well as financial partners who support the Salonga National Park. Also, still in line with the joint-management of the SNP, WWF will receive extra funding, notably from the European Union and the German Cooperation.

Thus, the SNP Manager will supervise the implementation of multiple activities in the SNP and will be in charge of elaborating the joint-management procedure.

However, actions that are outside the SNP will be implemented by WWF Landscape Lead, in close collaboration with the SNP Manager.

I. Mission

The SNP Manager will have extensive expertise in managing protected areas. The Manager will be in charge of the direct implementation of the General Management Plan for the SNP together with the annual work plans. The latter will ensure synergy among the actors and funding under the SNP.

II. Major functions

- Supervising and directing the program Under the supervision of the WWF Conservation Director and the ICCN Director General, the Manager will be in charge of the full management of the

SNP. The Manager will lead the designing of a conservation and development strategy for new activities in strategic areas. The candidate will take part in national and international discussions to present progress made and decide on new technical and financial pathways for the conservation of the SNP.

- Technical Coordination: The Manager will come up with the operating plans, budgets and contractual agreements for activities which are under the direct responsibility of WWF and will oversee their coordination, in collaboration with ICCN and other partners so as to ensure the necessary synergy in their implementation. The main technical areas of intervention include: managing the protected area and implementing its General Management Plan (GMP); applying the Law, fighting poaching; bio-monitoring; community management of natural resources; institutional strengthening of the ICCN and integrating REDD. The Manager will be particularly called up to monitor the progress of activities within the SNP implemented by ICCN and its partners so as to draft related reports.
- Human and Financial Resource Management: With the direct support from ICCN staff , the human resource office, WWF/ICCN Administrative and Financial Director, SNP, the WWF DRC finance service, the Manager will oversee the technical monitoring of SNP staff as well as its financial management. In accordance with procedures laid down by its financial partners and WWF, the Manager will particularly be in charge of justifying expenditures, revising financial reports, planning budgets, etc. Therefore the latter will see into it that budgets are approved and expenditures justified following procedures outlined by the different partners, notably KFW. The Manager will coordinate fund-raising for a proper management of the SNP.
- Strengthening partnerships: The Manager will build and maintain a strategic partnership with ICCN and other partners of the consortium so as to put in place a permanent joint management structure which will greatly improve on the management of the SNP. This consists mainly in: not only elaborating and applying the partnership agreement with ICCN but also those with other partners; supporting the development of a Foundation (Statutes, structure of entities, creating committees etc.). The latter will assist in describing key positions and in the capacity building of the SNP management unit ; supporting the approval and update of the SNP General Management Plan; supporting the elaboration and implementation of the SNP operating plan; contributing towards conflict resolution, etc. Equally, the Manager will support consultation meetings among actors of the landscape by organising meeting to that effect, specifically, site-consultation meetings.

III. Major duties and responsibilities

- Work in close collaboration with partners both within and out of the Park so as to obtain optimal protection results;
- Work as Site Lead (SNP Manager) and coordinate the implementation of all activities within the SNP together with the entire ICCN team;
- Together with the Assistant Manager, supervise the administrative, technical and logistics staff of the SNP. The Manager will be in permanent contact with all partners of the SNP so as to guarantee optimal results;

- For the up-coming creation of a permanent independent structure in the form of a Foundation, the Manager will assist the decision-making bodies of the ICCN, assisted by partners, not only in defining a joint management policy for the SNP, but also in preparing and implementing its decisions aimed at putting in place the General Management Plan (GMP) under this new Foundation.

IV. Profile

Required Qualifications

- Master's degree or Ph. D., degree from a renowned engineering institution in a relevant domain: conservation / environment / natural resource management / territorial management, etc.;
- At least 10 years of professional experience in conservation, management of protected areas and knowledge on the development of international organisations;
- Experience in Africa would be an asset ;
- Proven experience in managing a multidisciplinary team in a developing country.

Required knowledge and Skills

- Mastery of management principles and of challenges related to protected areas in general and national parks in particular;
- Knowledge of government policies on bio-diversity;
- Knowledge in territorial management, sustainable development;
- Experience in building Public-Private Partnership (PPP) or joint management and collaboration with these entities and their staff will be an advantage;
- Excellent negotiation, consultation and coordination skills;
- Experience in preparing and implementing conservation strategic plans;
- Appropriate skills in administrative, financial and human resource management of projects;
- Excellent oral and written communication skills in French and English would be an added advantage;
- Ability to work under difficult conditions and on complex issues;
- Experience working with international agencies, particularly with USAID, the European Union and the German Financial Cooperation;
- Adhere to WWF values: Knowledgeable, Optimistic, Determined and Engaging.

V. Working relationships

Internal to WWF- Close working relationship with the Director of Conservation, the Salonga Landscape Lead, CoP-CAFEC, other program managers at WWF DRC such as the Program on Protected Area, the regional and national team for coordinating efforts and mobilising support.

External-Working relationship with ICCN Director General, SNP major partners (notably international NGO), PBF-KFW Bureau, Ministry of the Environment and local and political administrative authorities Close coordination with local, national NGOs as well as local communities.

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

Prepared by the supervisor: _____ Date: _____

Reviewed by: _____ Date: _____

Approved by: _____ Date: _____

Accepted by the staff: _____ Date: _____