



for a living planet[®]

JOB VACANCY

Position: Policy Advocacy Officer,

Reports to: Project Lead (Forest Program Coordinator cum Policy Advisor) WWF TANZANIA

Coordinates: All policy advocacy activities under the Voice for Diversity Project

Duty Station: WWF Country Office – Dar es Salaam

I. The project Goal

The desired goal that this programme aims to achieve is to safeguard ecosystems for nature and people through strengthening the enabling policy environment for a participatory approach to conservation of biodiversity and sustainable use of natural resources.

II. Major Functions

The Policy advocacy Officer will provide technical support and knowledge to the implementation of policy advocacy initiatives under the Voice for Diversity project. The incumbent will be generally responsible for the delivery of policy advocacy related initiatives from the community level and leverage them to the national, regional and global levels. The candidate will support and advise the TCO Forest Program cum Policy Advisor in developing and implementing a comprehensive strategy for strengthening policies and institutions managing natural resources at all levels (national, regional, district, local and community) with all sectors of society (Government, civil society, the private sector). More specifically, the Policy advocacy Officer will provide support and advisory services relating to governance processes, policy, institutional strengthening, engagement of civil society and the private sector in natural resources management.

III. Major Duties and Responsibilities

- Supports the Forest Program Coordinator cum Policy Advisor in the development and delivery of the Voices for Diversity Project work plan;
- Responsible for the development of the Voices for Diversity policy advocacy plan and monitoring
- Act as liaison with the global policy positions within VfD to ensure policy coordination with the WWF Network
- Develop vibrant local practice-policy interfaces on the topics of illegal wildlife trade, nature-based solutions and participatory natural resources management to close the

gap between policies that are sound in theory; and practice, where a number of factors influence what is possible to achieve.

- Provides support and advice to governments, as appropriate, with regard to national, regional and international policy formulation on illegal wildlife trade, nature-based solutions and participatory natural resources management, delivering results through lobbying and advocacy;
- Prepares and publish required policy briefs for the project interventions where requested/necessary.
- Ensures timely project technical reporting to donors, the Forest Program Coordinator cum Policy Advisor and all relevant parts of the WWF Network, as required and according to agreed standards;
- Performs other duties as assigned by the Forest Program Coordinator cum Policy Advisor or his/her designate.

IV. Profile

Required Qualifications

- University degree in social sciences, communications, public relations, International relations and any other related courses in an appropriate field (conservation / environment / natural resource management forest / marine / freshwater / terrestrial ecology).
- At least three years of experience in the field, with experience in leading, developing, and managing programmes / large-scale projects in one or more of the above-mentioned fields. Experience with multi-disciplinary teams
- Knowledge of and experience with monitoring and evaluation of programmes / projects; and
- Knowledge of the institutional and legal framework of the environment and conservation in Tanzania, as well as of relevant policy issues.

Required Skills and Competencies

- Proven policy advocacy skills;
- Demonstrated experience in developing, implementing, and evaluating strategic policy advocacy plans;
- Strong skills in project planning, financing, management, implementation, and evaluation;
- Experience working with government and development partners / government aid agencies;
- Proven knowledge and experience of the not-for-profit sector, preferably of environmental non-government organisations;
- Negotiation, influencing, and media relation skills, preferably at a high level;
- Excellent inter-personal skills, including the ability to develop and maintain strong relationships at all levels, including with local communities, government agencies, the not-for-profit sector, and the scientific community;
- Excellent oral and written communications skills in English and Kiswahili; and
- Adherence to WWF's four behaviour which are: Strive for Impact, Listen Deeply, Collaborate Openly and Innovate Fearlessly.

V. Working Relationships

Internal: Interacts and works closely and on a regular basis with the Voice for Diversity project team and other TCO Program Coordinators and other TCO Staff.

External: Interacts with Vfd colleagues in other WWF offices, national governmental institutions, non-governmental organisations, academic institutions, the private sector, the media and other stakeholders, in collaboration with the Project Lead and the Voices for Diversity team as appropriate.

Mode of Application: Applications must include a complete Cover Letter & CV with full contact details of three referees and should be addressed to the People & Culture Manager, via email to: hresources@wwftz.org by **Friday, 24th April 2020** at 4:30 pm. Only the shortlisted candidates will be contacted and the interviews will take place in Dar es Salaam. WWF is an equal opportunity organization.