



*The International Union for Conservation of Nature (IUCN) was founded in 1948 and brings together over 1,290 members (States, government agencies, NGOs and affiliates) and some 10,000 scientists and experts from 181 countries in a unique worldwide partnership. Its mission is to influence, encourage and assist societies throughout the world to conserve the integrity and diversity of nature and to ensure that any use of natural resources is equitable and ecologically sustainable. Within the framework of global conventions IUCN has helped over 75 countries to prepare and implement national conservation and biodiversity strategies. IUCN has approximately 1,000 staff, most of whom are located in its regional and country offices while some 150 work at its Headquarters in Gland, Switzerland. IUCN is an equal opportunity employer and welcomes applications from qualified women and men.*

## **VACANCY ANNOUNCEMENT**

<b>Position:</b>	Ecosystem Management and Development, Programme Officer
<b>Location:</b>	IUCN Centre for Mediterranean Cooperation, Malaga, Spain
<b>Reporting to:</b>	Senior Programme Manager - Ecosystem Management and Development
<b>Work percentage:</b>	100%
<b>Function group:</b>	P1
<b>Expected start date:</b>	Immediate
<b>Type of contract:</b>	1 year with possibility of extension
<b>Closing date:</b>	4 September 2009

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## **BACKGROUND**

The IUCN Centre for Mediterranean Cooperation in Malaga, Spain is seeking a Programme Officer with immediate effect to assist in implementing the 2009-2012 IUCN programme for the Mediterranean region. IUCN is established in the Parque Tecnológico near Malaga, Spain.

The Programme Officer is expected to assist in implementing annual work programmes and project activities that contribute to the emergence of a strategic IUCN programme at the Mediterranean regional level, specifically addressing the "Ecosystem Management and Development" area of work: terrestrial/freshwater conservation and management issues; climate change adaptation; economics, rural development and livelihoods issues; and business and biodiversity issues.

## **SPECIFIC DUTIES AND RESPONSIBILITIES**

1. The Programme Officer will be responsible for the management and implementation of the on-going projects and initiatives within the "Ecosystem Management and Development Programme", and specifically within the working areas of forests, drylands and mountains. The work includes issues related to: ecosystem management and nature protection; climate change adaptation; economics, rural development and livelihoods; and business and biodiversity. This will include the entail the following responsibilities:
  - Ensure that projects and initiatives are implemented in a timely and effective manner and successfully achieve the set objectives and results.
  - Develop and implement a Monitoring & Evaluation system based on the adaptive management approach to assess performance and achievements in projects and revise/update work plans. Identify opportunities and enhance the integration of the different thematic issues in the projects.
  - Participate in field missions to follow-up on the implementation of projects, and provide the necessary assistance to project teams/partners and members.
  - Help organise workshops and training activities, ensuring adequate agendas and good participation of all relevant stakeholders (partners and members; experts; governmental representatives; intergovernmental agents; managers; community groups; etc).



- Interact with members/partners implementing projects in the different countries to: (a) construct good relationships and trust; (b) help ensure accurate and unified communications; (c) gather information about their actions, interests and needs; (d) provide support, share information and facilitate joint actions.
  - Work in close consultation with members and partners, and facilitate dialogue and cooperation among government representatives, other relevant national stakeholders and intergovernmental agencies.
  - Gather, refine, and report project information on a regular basis to the Senior Programme Manager “Ecosystem Management and Development”. Prepare technical and financial reports to donors in accordance with the established formats and time schedules.
2. The Programme Officer will assist in identifying new opportunities for programme development to fulfil IUCN Med commitments in achieving the Intersessional goals and Mediterranean-related resolutions, and will participate in the development of new project proposals following IUCN guidance, through:
- Identifying, consulting and agreeing on conservation and development priorities relevant to the IUCN Programme and to the needs of members in the region.
  - Identifying possible partners for joint initiatives, with particular focus on establishing project teams and/or consortiums with relevant participants from different sectors (government, NGO, local community groups, research and private sector). North-south regional cooperation should be promoted as much as possible in all initiatives.
  - Undertaking the necessary situation analysis and diagnosis for developing relevant and coherent project proposals.
  - Fundraising from national and international donors to cover project activities and 50% of the direct costs of the staff position.
3. Undertake other tasks/emerging issues at the request of Director of the Centre and/or the Head of Programme, to ensure the effective implementation of the programme.

The Programme Officer shall work in close cooperation with her/his supervisor and the rest of the staff of the IUCN Med office, and other relevant IUCN staff, and IUCN members and commission members as appropriate to implement, guide and supervise activities related to the execution of her/his position.

## **REQUIREMENTS**

A degree in environmental management and/or natural resources conservation and management, and ideally a masters level qualification in a subject relevant to the position.

At least 6 years relevant work experience in a relevant field, as well as in multi-country projects in the Eastern and/or Southern non-EU countries of the Mediterranean region.

Candidates should demonstrate:

- Ability to work independently and deliver quality products within agreed tight deadlines.
- Excellent written and spoken English and a high standard of written and spoken French essential; skills in Spanish, Arabic, or other Mediterranean languages will be highly desirable.
- A strong aptitude and ability to communicate both informally (interpersonal skills and networking) and formally (presentations).
- Ability to prepare written communications (press releases, newsletters).
- Willingness to travel and work non-traditional hours as required.
- Project management experience (development and implementation of work plans, financial and technical management of contracts, supervision of consultants, liaison with relevant stakeholders, etc.).



- Previous experience in one or more of the following fields of conservation: Forests, Protected Areas, Wetlands, Mountains, Drylands, Climate Change and Energy. Experience in project development and resource mobilisation.
- Experience working in a cross-cultural and multi-disciplinary environment.
- This position carries considerable responsibility and autonomy and requires good organisational capacity, good interpersonal and networking skills and a willingness to work as part of a team.

### **Applications**

Candidates who meet the selection requirements are requested to submit **at the latest by 4 September 2009** their curriculum vitae, a supporting letter of motivation in English, and the names and contact details of at least three referees (including one recent employer) to IUCN Centre for Mediterranean Cooperation - Email: [uicnmed@iucn.org](mailto:uicnmed@iucn.org)

Only short-listed candidates will be contacted.