

WWF Regional Office for Africa

WWF Field Programme in Bayanga, Central African Republic (CAR)

JOB DESCRIPTION

Position title: Principal Technical Advisor, Dzanga Sangha Protected Areas

Reports to: WWF CAR Country Coordinator

Supervises: WWF Project Staff as designated (3)

Post base: Bayanga, CAR. **Grade:** B2

Date: September 2016

I- Mission of the Department:

The Dzanga Sangha Protected Areas complex (DSPA) is a 4,450 km² area, comprising the Dzanga Sangha Dense Forest Special Reserve with its various community use and other land use zones, and the Dzanga Ndoki National Park. This area is home to spectacular large mammals such as forest elephants, lowland gorillas and chimpanzees, bongos, buffalos, sitatungas, giant forest hogs, as well as a large variety of monkeys and duikers. The area is also home to an exceptional diversity in other taxa.

WWF is supporting the Government of CAR to manage DSPA, both to conserve its exceptional biodiversity and to promote the sustainable management of natural resources for the well-being of nearby human populations.

The DSPA administration and WWF take a multi-disciplinary approach for the management of this important area, including developing and managing infrastructure, human and financial resources; conservation through surveillance and anti-poaching activities; income generation via tourism through a primate habituation programme focused on lowland gorillas as well as other tourism activities; and sustainable rural development to take pressure off natural resources and to sustain livelihoods.

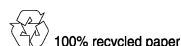
DSPA is part of the recently inscribed Sangha Tri-National (TNS) World Heritage Site. The TNS is made up of three national parks (Dzanga Ndoki in CAR, Lobeke in Cameroon and Nouabale Ndoki in the Republic of Congo) and their buffer zones. The protected area managers and their key partners work together to manage the TNS.

The conservation department's mission is to ensure the protection and conservation of DSPA's biodiversity. It is responsible for managing the 68 eco-guards including trackers and porters and for supporting anti-poaching and law enforcement activities. The department also contributes to plan and implement trans-boundary anti-poaching patrols and contributes to the operations of the TNS anti-poaching brigade.

The WWF team based in Bayanga providing support to the DSPA is composed of a Principal Technical Advisor (this position), a Technical Advisor for Conservation, a Primate Habituation, Research and Tourism Advisor, a Community Development Technical Advisor as well as different support staff for logistics, finances and administration; WWF also has a national office in Bangui. The mission of the Department and this position is to ensure overall achievement of the programme objectives.

Acting President:
The Hon Mrs Sara Morrison
Director General: Dr Claude Martin
President Emeritus:
HRH The Duke of Edinburgh

Registered as:
WWF-World Wide Fund For Nature
WWF-Fondo Mondiale per la Natura
WWF-Fondo Mundial para la Naturaleza
WWF-Fonds Mondial pour la Nature
WWF-Welt Natur Fonds
Also known as World Wildlife Fund



II- Major functions: The Principal Technical Advisor (PTA) is responsible for overall implementation and supervision of WWF field programme in support to the CAR Government for the management of the Dzanga-Sangha Protected Areas (DSPA), consisting of the Dzanga-Sangha Special Dense Forest Reserve and Dzanga-Ndoki National Park and their broader landscape, in its aim to maintain the biodiversity of the south-western forests of the CAR.

III- Major Duties and responsibilities:

Ensuring full coordination with DSPA and CAR administration

- Provide technical assistance to the DSPA National Director (ND), also called *Expert National*, designated by the CAR Government as the person responsible for the management of DSPA, the DSPA Park Warden (*Conservateur*), other DSPA personnel and DSPA partners, to ensure integrated and effective management of all DSPA components in accordance with DSPA management plan, including the development and implementation of annual work plans and budget;
- Provide technical assistance to the CAR Government in the management of all funds allocated to DSPA, in particular funds from the Sangha Tri-national Trust Fund;
- Support the DSPA ND to ensure full cooperation spirit between DSPA personnel, WWF personnel, and other DSPA partners.
- Cooperate closely with the CAR Country Coordinator in the design and implementation of policy action promoting effective management of DSPA.

Sound programme implementation and development

- Promote conservation, ecotourism and specifically gorilla viewing based tourism, co-management instruments involving local stakeholders, and local development related to sustainable management of natural resources
- Lead programme development for DSPA and contribute to the development and implementation of a strategy securing long term funds for DSPA, in collaboration with WWF in the region and beyond, and the Sangha Tri-national Trust Fund;
- Lead the development of new proposals, including to bilateral and multilateral donors, the WWF network and others;
- Assess and implement opportunities for integrating new activities and partners in the fields of conservation, development, ecotourism and research that complement those already underway in DSPA, and advise the DSPA and other relevant administration staff and WWF accordingly;
- Ensure administrative procedures for managing donor funding in support of DSPA are effectively implemented
- Participate in landscape planning and follow-up implementation for the trans-boundary Sangha Tri-National Landscape (TNS), of which DSPA is part, and, in particular, contribute to fulfilment by TNS of its obligations as a World Heritage Site, in close collaboration with TNS partners.

Support WWF team and coordination with WWF Network

- Provide guidance and supervision to other WWF Technical Assistants and WWF staff in DSPA to contribute to effective WWF support to conservation, ecotourism, development and research activities in DSPA and ensure that sound practices orient WWF support to the CAR Government;
- Ensure that the design and implementation of WWF programme in DSPA contributes to the achievement of WWF strategic priorities in CAR and in the Central Africa region;
- Ensure that appropriate training is provided to DSPA and WWF personnel;
- Ensure the preparation and dissemination of information worthy events, achievements or developments in the project, and coordinate the DSPA's contribution to the regional communication strategy;

- Ensure that all deliverables required from the various donors of WWF programme in DSPA are produced in a high quality format and are delivered on a timely basis;
- Ensure fulfilment of WWF and donors reporting requirements (Technical, Financial and Monitoring Reporting);
- Take primary responsibility for the preparation and administrative and financial management of budgets under WWF direct administration. Systematically review the status of project budgets and ensure that annual budget targets are met;
- Following established WWF guidelines, ensure that appropriate administrative and accounting policies and systems are implemented. As necessary, evaluate financial and administrative operations and propose systems for improved effectiveness and efficiency;
- Provide necessary support to the WWF CAR National Office and the Africa Deputy Director in charge of Central Africa countries for networking activities and other tasks as requested.

IV-Profile

Required functional skills

- A minimum of an MSc in a conservation or environmental management related field;
- A minimum of eight years of experience in working in conservation or development organizations, especially in a similar biome;
- Demonstrated knowledge of management principles applying to multi-disciplinary and multi-donor programmes;
- Familiarity with WWF and donor funding agencies is an added advantage;
- Fluency in English and French;
- Depth and breadth knowledge of conservation and development issues;
- Ability to live and work in a remote place

Required behavioural skills

- Strong managerial and administrative skills and excellent organizational skills;
- Strong communication skills, particularly in writing reports and proposals for donor agencies in both French and English;
- Adheres to WWF's values, which are: Knowledgeable, Optimistic, Determined and Engaging.

V. Working relationship

Internal: The Principal Technical Advisor will establish and maintain close working relationships with the WWF personnel in DSPA and TNS. He/she will liaise closely with relevant WWF National Organisations such as WWF-US and WWF Germany. She/He will work closely with the CAR Country Coordinator based in Bangui, to ensure full contribution to and involvement of the CAR Office in regional activities.

External: The Principal Technical Advisor will establish and maintain close working relationships with the staff of DSPA and other relevant CAR administration, as well as partners in the TNS, including the private sector (logging companies, tourism companies etc.).

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

Prepared by Supervisor: _____ Date: _____

Reviewed by HR: _____ Date: _____

Accepted by Departmental Director: _____ Date: _____

Accepted by Staff member: _____ Date: _____