



"Gutpela sindaun, gutpela bus, gutpela solwara" ("Empowered people with healthy forests and seas")

ASSISTANT PROJECT OFFICER, MANUS PROVINCE PROGRAMME

Organization Background

The Wildlife Conservation Society (WCS) is an international non-government organization committed to working with communities, government and other partners to manage wildlife, lands and seas for biodiversity and human well-being. WCS PNG seeks an **Assistant Project Officer** to be based In Lorengau, Manus Province. The position will report to the Manus Community Engagement Officer. **Experienced Manus-based candidates are encouraged to apply.*

Role Dimension

This position will support field activities pertaining to community-based marine and terrestrial environmental management, ecological and socioeconomic monitoring, livelihood activities, and conservation in support for WCS's programme of work on watershed management and community-driven spatial marine and terrestrial conservation areas. as directed by the supervisor. Accordingly, activities may relate to logistics, planning, acquittals, community engagement through the free, prior and informed consent (FPIC) process, data collection, education and awareness and other WCS activities.

Key Selection Criteria

Qualifications and requirements

- Ideally with a bachelor's degree, in science or relevant discipline (marine or natural sciences or natural resource management), or an equivalent qualification. Candidates with other qualifications with demonstrated interest or experience in marine conservation issues will also be considered.

Experience

- Experience in community engagement, the free, prior and informed consent (FPIC) process, data collection, entry and analysis, and report writing.
- Good understanding of environmental management, and the social, cultural and economic issues related to marine and terrestrial land protected areas.
- Good interpersonal skills and experience in liaising with a range of stakeholders, including communities and landowners, local and state governments, the private sector, special interest groups and individuals about natural resource management issues.
- Exposure to non-profit sectors (such as NGO or international organisations) is an advantage.
- Fluency in written and spoken Tok Pisin and English.

Critical Knowledge, Skills, and Abilities

- Excellent computer literacy and working knowledge of Microsoft Office applications (including Excel, Word, PowerPoint).
- Good analytical and problem-solving skills.
- Strong communication and engaging social-awareness skills
- Being a self-starter with drive, initiative and able to work as both a team and individual with a positive attitude and an open mind.

Please send only an up-to-date CV and a cover letter addressing the Key Selection Criteria to akakau@wcs.org. All electronic files must be contained in a compressed zip file and have the applicants' name and the role applied for clearly labeled in the subject line. For example, *Mary Ila - Assistant Project Officer, Manus*.

Applications Close: Monday, 28 September 2026 at 5pm

Due to large feedback, if you should not hear back within a week after submission close date, please consider your application unsuccessful. Thank you.

The Wildlife Conservation Society (WCS) is an equal opportunity employer, and the organisation complies with all employment labor laws and regulations that prohibit discrimination in hiring, ensuring that candidates from all backgrounds are fairly and consistently considered during the recruitment process. We are dedicated to hiring and supporting a diverse workforce. We are committed to cultivating an inclusive work environment and look for future team members who share that same value. The organisation provides equal employment opportunities for all qualified candidates. The organisation does not discriminate for employment based on age, colour, disability, gender identify, national origin, race, religion, sexual orientation, veteran status, or any other characteristic protected by laws and regulations.