

TERMS OF REFERENCE
The Wildlife Conservation Society
WCS Cambodia Program

Name	
Position	Assistant Compliance Monitoring Unit Officer
Duty Station	Preah Vihear town
Landscape	Northern Plains Landscape, Preah Vihear, Cambodia
Work locations	Preah Vihear town Kulen Promtep Wildlife Sanctuary Chhep Wildlife Sanctuary
Direct reports	None
Reporting line	Communities Technical Advisor Landscape Technical Advisor Project Manager

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Background:

The Northern Plains Landscape contains populations of highly threatened bird, mammal and plant species, which are subject to an integrated program of conservation interventions to ensure their long-term survival. The Wildlife Conservation Society (WCS) works in partnership with the government of Cambodia, NGO partners and local communities to implement protected area management, biodiversity monitoring, community conservation and law enforcement activities across the landscape. Three Payment for Environmental Services (PES) programmes have been designed to complement protected area management in the Northern Plains: a community managed ecotourism program that links income to bird and habitat protection (initiated in 2005); a program providing premium prices for agricultural goods if households limit field expansion to within agreed land use plans (Ibis Rice; initiated in 2008); and direct payments conditional upon the protection of nests of globally threatened birds (initiated in 2003). The programs are managed at the village level by community organizations, supported WCS's local partners, the Sam Veasna Center for Wildlife Conservation (SVC) and Sansom Mlup Prey (SMP).

In 2008, WCS initiated a long-term research program with the goals of:

- Monitoring and measuring compliance with the conditions attached to the program.
- Understanding the extent to which the payment programs are succeeding at changing local behavior in order to reduce threats to species and their habitats, such as land or wetland clearance and hunting.
- Documenting environmental impacts, in particular changes in deforestation rates from 2002.
- Documenting livelihood impacts, using a panel of around 1,000 households, sampled in 2008, 2011 and in 2014.

Duties

- Assist the compliance officer in the monitoring of compliance activities (data retrieval, data entry/management, provisional rule breaker list, support to non-compliance village meetings, etc) with the updated compliance monitoring protocols (incl. standardized annual work plan)
- Assist in compliance data entry and the database is well organized and routinely backed up on the landscape server and external hard drives (on a monthly basis)
- Assist the Compliance officer to collaborate with LEM/SMART teams to ensure the timely retrieval of DoE information on individuals engaged in rule-breaking/illegal activity in protected areas
- Assist the compliance officer to collaborate with the GIS team to ensure that locations of new forest clearing (identified from remote sensing imagery) is provided to the CPA team (according to the workplan) for field verification by CPA committees
- Collaborate with the GIS team to ensure that the family IDs of households found to have cleared illegally are included in the compliance spatial data (shapefiles)
- Assist in collaborating with SMP to provide information on rule-breakers to support implementation of the Internal Control System (ICS) in Ibis Rice villages
- Based on compliance database data inputs, prepare updated annual provisional lists of non-compliant households to present at village-level *compliance* meetings
- During village-level *compliance* meetings (lead by VMNs and CPA committees), record the reasons provided for each non-compliance decision made at the meeting (and ensure these are stored in the compliance database)
- Assist in organising village-level *compliance* meetings (lead by VMNs and CPA committees), record a list of contentious cases to be referred to MoE/DoE for a decision on legality
- Support *non-compliance* meetings (lead by VMNs and CPA committees) to record the IDs of households that wish to become compliant again, and ensure that the IDs of any fields that have been given up are passed to the GIS team to be added to the clearance maps for the following cycle
- Assist in compliance data for specific reporting needs, as requested (for donor reports, researchers, etc)
- Maintain and develop good relations with relevant teams and donors through high-quality, timely reporting and coordinating
- Ensure the inventory, care and maintenance of all compliance unit equipment
- Any other duties as directed by your supervisor

Qualifications, skills and experience

- Bachelor of science in biology, geography, computer science and/or mathematics.
- Interest in protecting Cambodia's natural environment
- Willingness to obtain new skills and attention to detail
- Verbal communication and teamwork skills
- Local knowledge of Preah Vihear province Preferred
- Able to read maps and use technology (e.g. cameras, computers, smartphones)
- Fluent spoken and written Khmer and intermediate spoken and written English
- Able to ride a motorbike under difficult field conditions
- Physically fit and able to trek and camp in rural/forest conditions over multiple days

As well any and all other work assignments, duties, and/or functions as WCS or its management may designate or instruct in the course of its operation, which may include assignments, duties, and/or functions that vary from the above.