



JOB DESCRIPTION

Position:	Chief Technical Advisor (8 days/month 12 months)
Reports to:	Tonle Sap Landscape Senior Project Lead
Location:	Phnom Penh, Cambodia, with project-related duty travel to the project site Prek Toal in Cambodia and other potential-related sites
Country Program/Sector:	GCP Asia – Mekong Region/WCS Cambodia Program
Position Type:	Part-Time
Internal liaison:	Tonle Sap Landscape Program Manager and three WCS staff at PTRS
Project Title:	Lower Mekong Basin Wetland Management and Conservation Project (BMZ No. 2012 659 74)
Project Executing Agencies:	Cambodia National Mekong Committee (CNMC), #364, Monivong Blvd, Phnom Penh, Cambodia
Funding Agency:	KfW Development Bank (KfW), Palmengartenstrasse 5 - 9, 60325 Frankfurt, Germany
Validity of JD:	The JD is preliminary and may be revised in coordination with NPMU, WCS and KfW.

Organization Background:

The Wildlife Conservation Society (WCS) is a world leader in on-the-ground wildlife conservation. Founded in 1895 as the New York Zoological Society, WCS is an international organization dedicated to conserving and protecting the Earth's wildlife and ecosystems. WCS has been working in partnership with the Royal Government of Cambodia since 1999, providing technical advice and support for the conservation of key habitats and species across the country. Within the Tonle Sap Landscape our collaborative projects with the Ministry of Environment and Fisheries Administration focus on law enforcement, eco-tourism, biodiversity monitoring and ensuring communities receive equitable benefits from protected areas, which are funded by a wide range of bilateral, multi-lateral and foundation donors. Prek Toal, located in the seasonally flooded forest of the Tonle Sap Lake is one of our most successful projects within the Tonle Sap Landscape.

Job Summary:

The primary objective of the position is to advise the National Project Management Unit (NPMU) Ministry of Environment (MoE) and Fisheries Administration (FIA) counterpart staff on the implementation and monitoring of project activities in Prek Toal Ramsar Site (PTRS). MoE and FIA are responsible for project implementation. The Provincial Project Implementation Offices (PPIOs) is located in the protected area under the responsibility of DFWC of MOE and fishery cantonment (in Battambang Province); which is in charge of day-to-day Project implementation. In Battambang Province there are two PPIOs, one in Prek Toal Core Area Management Centre and the other one in fishery administration cantonment and WCS has three full time staff a Field Team Coordinator, Fisheries Coordinator and Livelihood Project Coordinator.

The position is an advisory not line-management position that will be involved in decision making on site with the project managers. The Chief Technical Advisor reports to Tonle Sap Landscape Senior Project Lead in collaboration with the Tonle Sap Landscape Program Manager and the three WCS staff at PTRS.

Major Responsibilities:

The tasks are comprehensive and include (but are not necessarily restricted to) the assistance of the NPMU in delivering the respective project components:

- Advice on managerial and administrative aspects of the delivery of the German contribution to the project;
- Provide specific technical expertise in the expert's core technical area when and where necessary and appropriate;
- Development of project implementation strategies, together with national stakeholders;
- Support for monitoring, evaluating, and communicating project progress and results;
- Assistance in identifying (i) needs for external expertise and (ii) suitable short-term national, regional and international consultants (key experts) and in preparing respective job descriptions (Terms of Reference);
- Assist in the preparation of technical specifications for physical investments;
- Assist in the definition of unit costs for participating communities and eligible interventions;
- Assist in development of communications plan with key stakeholder groups;
- Assist in Financial Management and review
- In collaboration with the respective key experts, supervise the procurement of goods and services, as and when required;
- Take lead in preparing 1 project report after 6 months and a Final Report.

Minimum Requirements:

- Postgraduate university degree in business administration, public administration, finance or other relevant and related discipline;
- Professional experience in (any) Development Cooperation and donor-funded projects
- CTA and team leading experience in Financial Cooperation (FC) projects (i.e., WB; KfW; ADB; etc.); specific knowledge of FC (management procedures, financial administration, reporting, etc.) is essential
- Work experience in the Mekong Region
- Oral and written proficiency in English is considered mandatory; Khmer as well as German (to a minor extent) is an asset.