Job Description
The Wildlife Conservation Society
Cambodia Program
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Position   :   Community Liaison Officer
Project   :   Northern Plains Landscape REDD+ Project
Location   :   Preah Vihear Province
Report to   :   Community Engagement Team Leader
Technical Lead   :   Communities Technical Advisor

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Background

WCS is looking for qualified candidates to fill the position of Community Liaison Officer (CLO) for the Northern Plains Landscape (NPL) REDD+ Project in Preah Vihear Province. This position requires an individual who can travel to remote areas, with Preah Vihear as home base. The community work will take place in Kulen Promtep Wildlife Sanctuary, Chhaeb-Preah Roka Wildlife Sanctuary, and Phnom Tbaeng Natural Heritage Park.

Position

The primary objective of the position is engaging communities living within the Protected Area Network, to develop their capacity to support conservation actions and to connect them with livelihood development options that are sustainable and in line with protected area management. The CLO will work within a team of up to 10 locally based team members, and report to the Community Engagement Team Leader. A Communities Technical Advisor will provide strategic direction and coaching. The activities of communities will require careful assessment and local knowledge must be key to guiding activity and livelihood selection. Critical thinking and problem solving will be paramount for the suitable candidates.

Duties:

1. Through immersion in communities, fully understand the needs of the community in their pursuit of sustainable development and conservation of nature.
2. Identify training needs, advise, and build capacity to Community-Based Organization (CBO) committee members to effectively manage funds and ensure activities are completed successfully.
3. Build capacity to CBO committee members to make sure forest protection and biodiversity conservation plans are integrated into annual Commune Investment Program (CIP) and 5-year Commune Development Plan (CDP)
4. Maintain and develop excellent communications between NPL teams and key stakeholders (CPA/CBO committee, NGO partners, private sectors, and relevant authorities)
5. Coordinate, facilitate and support activities of relevant NPL teams (Compliance, M&E, Biodiversity, and Conservation Technology) to implement field projects in the community realm. Current activities include (but are not limited) to compliance meetings and land verification, SMART patrol planning, ecotourism, agricultural livelihoods, and payment for ecosystem services.
6. Develop and expand community protected areas (CPAs), and livelihoods activities in line with community needs and after careful assessment.

7. Work closely with Community Engagement team leader to develop monthly workplan, monitoring, and report including AirTable account system protocol requirements.
8. Ensure accurate data collection, collation and filing of all activity conducted, and ensure high quality reporting in a timely manner.
9. Support CPA/CBO committee members to develop and update CPA profile, CBO operation policy, CPA data management, review mission and mandate of CPA committee members, etc.

Qualifications and Experience:

- Bachelor's degree in Natural Resource Management, social work, or related field.
- At least two years field work experience, particularly on the development of community protected areas in Cambodia.
- Experience in training and facilitation.
- Excellent speaking, reading, and writing skills in Khmer.
- Good speaking, reading, and writing skills in English.
- Computer skills (MS Office Suite).
- Able to work in a remote area with low levels of technical support on site, with significant portions of time spent living and working in communities.
- Ability to travel by motorbike and boat.
- Ability to maintain good team discipline and motivation.

The employee is expected to comply with any other work assignments, duties, or functions as WCS or its management may designate or instruct during its operation, which may include assignments, duties, or functions that vary from the above.