Wildlife Conservation Society (WCS)
Cambodia Program

JOB DESCRIPTION

Name   :   ……………………………………
Position   :   Community Protected Area (CPA) Officer
Project   :   Northern Plains
Duty station   :   Preah Vihear town (Northern Plains Landscape)
Report to   :   Governance Team Leaders
                         Communities Technical Adviser

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BACKGROUND:
WCS works in over 60 countries to save wildlife and wild places through science, conservation action, education, and inspiring people to value nature. The WCS Cambodia Program has worked since 1999 to support the Cambodian Government to conserve wildlife, develop and implement policy, develop, understand and enforce the law, and especially to implement field projects at eight main sites around Cambodia.

WCS Cambodia is looking for a qualified candidate to fill the position of Community Protected Area (CPA) Officer to be based at Preah Vihear Town, Preah Vihear Province. This position requires an individual who is able to travel to remote areas for up to 3 weeks at a time, with Preah Vihear as home base. The work will take place in Kulen Promtep Wildlife Sanctuary (KPWS), Chhep Wildlife Sanctuary (CWS), Phnom Tbeng National Heritage Park (PTNHP), and Prey Preah Roka Wildlife Sanctuary (PPWS) in the Northern Plains Landscape.

PURPOSE OF POSITION:
The primary objective of the position is to support and implement of the USAID Greening of Prey Lang Project (USAID GPL) and USAID GPL field office in Preah Vihear Town in the Northern Plains Landscape, Preah Vihear Province. This role will work closely with Governance Team Leader and other relevant teams in Preah Vihear to ensure follow up and documentation of CPA related work, land verification and compliant village meetings in Chhaeb Wildlife Sanctuary (CWS), Preah Roka Wildlife Sanctuary, Phnom Tbeng Natural Heritage Park and Kulen Promtep Wildlife Sanctuary (KPWS). The position is not a line-management position that will work closely with the community team and reports to the governane team leader and Communities Technical Advisor.

DUTIES AND RESPONSIBILITIES:
1. Assist to develop community protected areas (CPAs) in the Northern Plains Landscape;
2. Assist to conduct awareness raising related to project activities and natural resource management in the northern plains;
3. Support compliant village meetings and land verification;
4. Facilitate relevant required documents for CPA and Joint Patrols within the northern plains;
5. Assist to train and/or facilitate CPA committee members;
6. Assist in making work plans, budgets and manage activities for community teams;

7. Be responsible for all data collection, collation and filing of all activity conducted, and ensure that the quality of reporting is reliable;
8. Promote local awareness of the laws of Cambodia relating to protected areas, land law and other aspects related to wildlife conservation and environmental education as well as the objectives and philosophy of the program;
9. Maintain good communications with both the local authorities and local communities to promote mutual trust and strong program-stakeholder relationships;
10. Assist with the production of technical reports and minutes of meetings.

QUALIFICATIONS AND EXPERIENCE:
- Bachelor Degree in Natural Resource Management, social work, or related fields.
- At least 2 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 Word, Excel, Powerpoint etc.);
- 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.

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.