

ATTACHMENT 1 – TERMS OF REFERENCE
The Wildlife Conservation Society
WCS Cambodia Program

Position : Patrol Support Coordinator
Project : Keo Seima Conservation Project, Eastern Plains Landscape
Location : Senmonorum, Mondulkiri Province, Cambodia
Report to : National SMART Manager, and Landscape/Project Manager

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Background

Keo Seima Wildlife Sanctuary (KSWS) is a biologically and culturally rich protected area on a deforestation frontier. It is located in Mondulkiri and (marginally) Kratie provinces, towards the southern edge of a swath of protected areas totaling more than 1 million hectares. It contains much of the remaining semi-evergreen forest within the wider landscape, and supports globally significant populations of endangered primates and elephants.

The Spatial Monitoring and Reporting Tool (SMART) is a tool for measuring, evaluating and improving the effectiveness of law enforcement patrols and site-based conservation activities. SMART aim for any wildlife/aquatic crime prevention and observe of potential species which are leading to loss. Anyway, SMART is a tool that can identify with clearly location of the illegal activities and any observations with the detail information. Moreover, SMART is also designed to help protected area/conservation area manager in a better plan, evaluate and implement their activities effectively and efficiency.

To support GDANCP, PDoE and local communities to better protect KSWS, WCS requires a staff to fulfill the position as Patrol Support Coordinator. This person will receive training in SMART Profiles, SMART Connect, and SMART Mobile, and will be responsible for using these and additional SMART add-ons to support the KSWS Law Enforcement TA, and protected area staff. The Patrol Support Coordinator will use SMART data and information gathering from other sources to assist national and sub-national authorities to build cases that will lead to prosecutions and, ultimately, reduce the incidence of illegal activities at KSWS.

Duties and Responsibilities

1. Principal Responsibilities

- Provide technical support to the DoE/Multi-agency Patrol Team, and Community Patrol Team across the spectrum of law enforcement issues
- Support the Site Based Law Enforcement Adviser to implement strategic improvements to law enforcement at KSWS
- In collaboration with the Site Based Law Enforcement Advisor, and independently, provide technical support and assistance to identify law enforcement staff training needs with relevant TAs, and where possible, deliver or solicit appropriate training
- Develop and ensure workplans and budgets of DoE/Multi-agency Patrol Team and Community Patrol Team are realistic and in line with planned budget expenses with Admin and Finance staff and relevant TAs

- Provide technical support and facilitate to ensure enforcement in the field by DoE/Multi-agency Patrol Team and Community Patrol Team follow SMART protocols, adhere to WCS SOPs and Code of Conduct
- Coordinate DoE/Multi-agency Patrol Team with Community Patrol Team activities and government counterparts to develop strategies and on-ground interventions to combat illegal land grabbing and forest encroachment
- Provide support to implementation of Standard Operating Procedures for the site, including improved safety and emergency procedures (or support the development of these where none exist)
- Provide weekly, monthly, quarterly and annual reports on law enforcement implementation in KSWs to WCS KSWs Project Manager and WCS counterparts (PDoE, Park Director, and provincial governor).
- Conduct spot checks of DoE/Multi-agency patrol teams and community patrol tracking activities and provide technical assistance as needed.

2. Improve offender data management

- Lead in the implementation of SMART PROFILES on site;
- Lead in developing protocols for offender data security, entry and management at site level;
- Lead in developing offender data reports based on site needs;
- Coordinate and cooperate with the Law Enforcement TA in order to collect additional information on illegal activities in or near to KSWs;
- Obtain copies of relevant legal documents related to court cases, and PDoE law enforcement reports, and ensure that all these data are organized and maintained in SMART Profiles;

3. Analysis of KSWs enforcement/offender data to develop new enforcement actions

- Conduct capacity building activities related to illegal activities analysis;
- Identify key crimes/threats on site based on actual data, and lead on developing the full case story;
- Developing effective enforcement strategies based on the key nodes of the case story;
- Assist with providing analysis for enforcement reports, monthly patrol planning and annual enforcement reviews to the Law Enforcement TA for follow-up action by PDoE;

4. Improve prosecution results

- Implementing a case tracking tool for KSWs
- Monitoring and feedback of pending cases and prosecution results.

Qualifications

- At least Bachelor's in law, natural science, and/or spatial monitoring;
- At least 5 years of experiences working in a similar position, in particular experience of protected area management in Cambodia;
- Experience with natural resources management or conservation;
- Strong interest in protecting the natural resources of Cambodia;
- Computer skills mandatory, proficient in MS Office;
- Strong analytical and interpretative problem solving skills;
- Willing to spend considerable time in remote areas, forest campsites when conducting field training and coaching activities;

- Strong leadership and interpersonal skills, solid programming, strong coaching, and planning skills;
- Good communication skills;
- Good commitment and working well with and contributing effectively to a multicultural team;
- Good command of English language;
- Willingness to obtain new skills.

Expected outputs:

- A well-managed Case documents and SMART Profile database
- Support to SMART Profile and cases analysis activities in KSWs
- Monthly, quarterly, semester and annually case tracking report, and other report requesting.

Responsible to:

- National SMART Manager
- Law Enforcement Technical Advisor
- Landscape/Project Manager

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.