

Wildlife Conservation Society

WCS Cambodia Program

TERMS OF REFERENCE

Name : TBC
Position : Project Manager
Project : Northern Plains Landscape REDD+ Project
Duty station : Preah Vihear
Report to : Northern Plains Landscape Technical Advisor

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Organization Background:

The Wildlife Conservation Society (WCS) is a US non-profit, tax-exempt, private organization established in 1895 and based in New York, that saves wildlife and wild places by understanding critical issues, crafting science-based solutions, and taking conservation actions that benefit nature and humanity. With more than a century of experience, long-term commitments in dozens of landscapes, presence in more than 60 nations, and experience helping to establish over 150 protected areas across the globe, WCS has amassed the biological knowledge, cultural understanding and partnerships to ensure that vibrant, wild places and wildlife thrive alongside local communities. The WCS Country Program in Cambodia, is a relatively large, vibrant program with long-term programs in four major forested and/or wetland landscapes: Eastern Plains, Northern Plains, Major Rivers, and Tonle Sap.

Position Summary:

The Northern Plains Landscape comprises four protected areas: Kulen Promtep, Chhaeb and Preah Roka Wildlife Sanctuaries and Phnom Tbaeng Natural Heritage Park. Alongside globally significant wildlife populations such as the critically endangered Giant Ibis, local communities are active users of the protected area network – a fragile ecosystem. The four main arms of the NPL – Community, Biodiversity, Law Enforcement support and Protected Area Management come together to reverse trends in forest loss and support the diversification of sustainable livelihoods for tens of thousands of community members living within the landscape.

The Project Manager will lead the NPL teams to achieve the goals and outcomes of the NPL REDD+ vision. Ultimately responsible for the management and oversight of all activities taking place in the NPL, the position includes representation of WCS with provincial authorities, and development, execution, and reporting on annual workplans.

Duties and Responsibilities:

- Develop, through adaptive management, the annual REDD+ workplan for NPL;
- Lead and provide oversight on activity implementation in NPL;
- Identify gaps and resources for capacity building to achieve the project's objectives;
- Support the Operations Manager and Finance Manager in the development of improved operation systems and processes such as compiling monthly advance requests for approval and administration of the project to ensure full compliance with all WCS policy regulations;
- Support the Landscape Technical Advisor and Operations Manager to review program REDD+ annual/monthly budgets and monitor expenditures;

- Oversee supervisees to ensure that they receive the guidance and support to develop, implement and evaluate technical activities;
- Provide quality control of technical deliverables and ensure that reasonable deadlines are set and met;
- Serve on the WCS Cambodia Management Team (CMT), bring relevant technical issues and decisions to the CMT, and communicate decisions made by the CMT to landscape staff;
- Represent WCS and manage collaboration with partners including government, private sector, and civil society and ensure that WCS staff and implementing partners manage relationships professionally.

Duties and Responsibilities:

- Masters or bachelor's degree in a relevant field (Forestry, Natural Resources, Management, Rural Development, etc.);
- Minimum 5-10 years successful experience working in a similar capacity;
- Proficiency in all Microsoft Office applications;
- Strong leadership and interpersonal skills, exceptional financial and management capacity, proven experience mentoring and coaching staff;
- Demonstrated experience solving complex problems;
- Experience working with REDD+ Projects programs;
- Able to multi-task, establish priorities and meet deadlines;
- Good oral and written communication skills in Khmer and English; and
- Understanding and commitment to biodiversity conservation, climate mitigation, good governance, and improving livelihoods.