



## VACANCY ANNOUNCEMENT: GEF NATURAL CAPITAL ACCOUNTING (NCA) PROJECT MANAGER

Conservation International (CI) has been protecting nature for the benefit of all for over 30 years. Through science, policy, and partnerships, CI is helping build a healthier, more prosperous and more productive planet.

CI is a global organization that has been active in Liberia for nearly 17 years working closely with communities, private sector, government and civil society leaders to support conservation and sustainable development. With enormous wealth of natural resources, Liberia is at a vital point in its development history and has an opportunity to encourage investors and promote development initiatives that both support economic growth and development while maintaining Liberia's critical natural capital for future generations. Proper stewardship of Liberia's resources may prove to be the key to the future well-being of Liberian people.

To this end, **CI Liberia in collaboration with Environment Protection Agency (EPA)** will be implementing a Global Environment Facility (GEF) funded project on conservation and sustainable use of Liberia's coastal natural capital. **CI and EPA Liberia is now seeking a Project Manager to oversee this project implementation.**

### DESCRIPTION OF POSITION

**Under the supervision of the Executive Director/CEO of the EPA with guidance from CI Technical Director,** The Project Manager will oversee the day-to-day management and decision-making including planning, implementation, coordination, staff supervision, and monitoring of all project activities to ensure efficient and timely delivery of project goals, objectives, and targets to the highest standards in terms of quality, effectiveness, impact and relevance.

Duties include coordinating multi-partner project teams, managing relationships with a range of stakeholders, technical leadership in planning, data collection and analysis, implementation, monitoring, and reporting. The **Project Manager will ensure compliance with GEF, CI, and EPA policies as well as other local requirements.**

The Project Manager coordinates and represents NCA Project at the local level and works to build alliances with community, government authorities, partners and stakeholders who are critical to the success of this project. The Project Manager will play a key role in knowledge management through documenting and sharing lessons learned, best practices and success stories with various audience.

### RESPONSIBILITIES

**The Project Manager is responsible for ensuring the effective and efficient implementation of the project activities in accordance with and in full compliance with the GEF, EPA and CI's policies, guidelines, standards, and procedures.**

Specifically, the Project Manager will:

- Manage the development of mangrove ecosystem accounts and other project deliverables with project partners, including detailed work planning with relevant partners and convening multi-organizational project teams;
- Undertake a thorough stakeholder engagement process to identify key mangroves and other coastal ecosystem sites on the southeast coast of Liberia for community conservation, based on social, biological and economic values;
- Undertake multi-agency engagement processes and establish coordination mechanisms/arrangements to streamline data collection efforts among the relevant institutions/agencies;
- Manage project field staff and sub-grants awarded to implementing partners;
- Prepare quarterly, and annual work plans, budgets, and technical progress reports; and document best practices and lessons learned as well as share success stories with relevant audience;
- Undertake routine monitoring and evaluation of project activities to track progress and delivery of the project and to identify any changes to the field implementation that may be necessary to achieve project objectives;

- Effectively liaise and build relationships with project stakeholders including civil society, government, private sector, NGOs, etc.;
- Promote ecotourism and other environmentally friendly enterprises within the coastal landscape;
- Ensure compliance with GEF, EPA and CI policies including implementing the Environmental and Social safeguards of the project;
- Support preparation of new funding concepts and proposals on biodiversity conservation;
- Represent EPA and CI Liberia at the coastal landscape level;
- Perform any other duties as may be assigned from time-to-time.

### **WORKING CONDITIONS**

- This is Monrovia- based position
- Travel to the field of about 30% is needed.
- Ability to work in remote locations or under difficult working conditions.

### **QUALIFICATIONS, SKILLS AND EXPERIENCE**

- Minimum of university degree and post-graduate (M.Sc.) is an advantage, preferentially in Economics, Environmental Economics, Environmental Sciences, Conservation, Biological Sciences or a related discipline;
- Experience in the area of national accounting, environment statistics, environmental-economic accounts or geospatial data is highly desirable. Knowledge of mangrove ecosystems or ecosystem accounting is desirable;
- Knowledge of conservation finance mechanisms, such as water funds, green taxes, bioprospecting, tourism-based revenues, and carbon finance represent types of payments for ecosystem services (PES) is a distinct advantage;
- At least three years' experience in management of complex projects with large restricted donors and a multitude of stakeholders is essential;
- Highly developed research and analytical skills is essential. Experience with field data collection is an advantage.
- Knowledge of the tourism industry – especially small-scale ecotourism enterprises and demonstrated experience in the development and/or in implementation of eco-tourism projects is an added advantage;
- Excellent knowledge and understanding of Project Cycle Management including budget management;
- Excellent interpersonal skills and ability to establish and maintain effective working relations in a multi-disciplinary and multi-cultural environment;
- Demonstrated experience with a Rights Based Approach including Free, Prior, Informed Consent (FPIC) processes;
- Strong communication and presentation skills in English, and an ability to prepare appropriate and timely reports to multiple audience
- Excellent liaison and coordination skills
- Strong organizational and time management skills including an ability to work effectively under pressure and to meet deadlines with minimal supervision.
- Proficiency in Microsoft Office suite (Word, Excel, PowerPoint) and statistical analyses

**To apply:** All interested applicants should send their CV and cover letter to [hrliberia@conservation.org](mailto:hrliberia@conservation.org) with a copy to [eduncan@epa.gov.lr](mailto:eduncan@epa.gov.lr) not later than February 19, 2020. Electronic applications should include the position title: "NCA Project Manager" in the subject line.