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## **JOB DESCRIPTION**

<b>Position title:</b>	Leader, "Green Heart of Africa" Network Initiative
<b>Reports to:</b>	WWF CARPO Regional Representative (with functional reporting to the Chairperson of the Shareholders' Group)
<b>Supervises:</b>	Network Initiative (NI) Core Implementation team and other technical staff as designated
<b>Date:</b>	February 2008

### **I. Mission of the Initiative:**

The vision for the GREEN HEART OF AFRICA (GHOA) NI is that, by 2020, the forest, freshwater landscapes and species resources in the GHOA are managed sustainably so that biodiversity is conserved, ecosystem functions and services are maintained, global climate is stabilized, and sustainable development and economic growth improves the livelihoods of the people of central Africa.

In order to achieve this vision, WWF will work with Governments and other important partners in the region to implement the following strategies:

- develop and implement sustainable funding mechanisms supporting a representative network of protected areas in priority landscapes, and to provide incentives for protected area stakeholders to increase management effectiveness;
- mobilize incentives and expertise for sustainable resource use by local people by developing an enabling policy environment, capacity for CBNRM, and supporting sustainable economic development at the local level;
- promote viable certification schemes, legal and sustainable trade, and environmentally responsible policies and processes to ensure the responsible and sustainable development and operation of production forests, extractive industries and infrastructure developments in the Congo Basin, and minimize their environmental impacts, including the reduction of CO<sub>2</sub> emissions.

The NI leader will provide dynamic leadership to the WWF network in the development and implementation of this ambitious and high profile conservation initiative which will be implemented in the Congo Basin region over the next 10-15 years.

### **II. Major Functions:**

- Leads the WWF network in this initiative to implement the goals of the NI;
- Directs the core team and orchestrates the human, technical and financial resources throughout the network and beyond to implement the initiative;
- Coordinates with and provides support to the programme directors/managers to ensure that consistent and integrated approaches are developed for the NI objectives;
- Liaises with Programme Offices, National Organisations and Conservation Committee stakeholders and meets their expectations for delivery.

### **III. Major Duties and Responsibilities:**

- Leads the development and implementation of the GHOA NI;
- Manages the GHOA NI core team staff and other technical staff as designated, and coordinates activities with related teams and individuals within WWF CARPO and elsewhere in the WWF Network, to achieve the objectives within the agreed time frame as defined in the NI Strategic Plan;
- Manages and oversees the core budget of the GHOA NI. S/he will be responsible for accounting for proper, wise and strategic use of these funds, ensuring that expenditure stays within budget, and will oversee preparation of regular financial reports following WWF network approved accounting standards and guidelines;
- Prepares regular reports on progress towards objectives for the GHOA NI Shareholder Group, the Conservation Committee, and other decision making Committees, and as input to the WWF CARPO Annual report;
- Gives strategic guidance for international policy formulation, lobbying and negotiation on NI issues, internally as well as externally in various international policy fora;
- Leads and represents WWF at international conventions and meetings and acts as a spokesperson in international media, as necessary and appropriate;
- Develops strong relationships with institutional donors for fund-raising;
- Develops NI programme proposals for donors in coordination with relevant WWF colleagues;
- Establishes close cooperation with the stakeholders and institutions crucial to the success of the GHOA NI especially decision-makers within governments, inter-government agencies, private sector, and develops and/or nurtures institutional relationships and partnerships where appropriate;
- Works with WWF programme communicators to develop campaign approaches as necessary, and communication outreach to support the NI's objectives.

### **IV. Profile:**

#### **Required Qualifications**

- An advanced degree or equivalent work experience in environmental, and/or relevant social, natural or political sciences;
- Technical proficiency in the field of conservation, natural-resource management or international development;
- 8-10 years professional experience (with at least 5 years in the Congo Basin region) in a leadership role, with demonstrated success in managing multi-disciplinary teams and multiple donor budgets.

#### **Required Skills**

- Good technical, organizational, interpersonal and teambuilding skills essential;
- Proven experience in effectively coordinating large complex programmes and associated budgets, with strong project management skills;
- Good understanding of the COMIFAC Plan de Convergence and the Yaoundé Declaration;
- Excellent interpersonal skills and ability to deal with multiple teams located in multiple locations (virtual teams);
- Experience in raising and mobilising funding;
- Excellent oral and written communication and presentation skills in French and English;
- Excellent negotiation, diplomacy and lobbying skills.

## Behavioural competencies

- Adheres to WWF's values, which are: Passionate & Optimistic, Challenging & Inspiring, Credible & Accountable, Persevering & Delivering Results.
- Demonstrates potential in the following critical competencies:
  - Establishing strategic direction
    - Establishing and committing to a long-range course of action to accomplish a long-range goal or vision after analysing factual information and assumptions; taking into consideration resources, constraints and organisational values
  - Change Leadership
    - Continuously seeking (or encouraging others to seek) opportunities for different and innovative approaches to addressing organisational problems and opportunities
  - Selling the Vision
    - Passionately selling an organisational strategy; creating a clear view of the future state by helping others understand and feel how things will be different when the future vision is achieved
  - Drive for Results
    - Setting high goals for personal and group accomplishment; using measurement methods to monitor progress towards goal attainment; tenaciously working to meet or exceed those goals while deriving satisfaction from the process of goal achievement and continuous improvement
  - Managing Global Teams
    - Facilitating team-building process in a socially and culturally diverse environment by promoting openness, flexibility, respect in order to effectively enable each team member to be performant
  - Decision-making
    - Identifying and understanding issues, problems and opportunities; comparing data from different sources to draw conclusions; using effective approaches for choosing a course of action or developing appropriate solutions; taking action that is consistent with available facts, constraints and probable consequences

## V. Working Relationships:

**Internal** - Manages the NI core secretariat staff and other technical staff as designated, interacts with other CARPO programme staff, and works closely with the dedicated Manager in the NI Support Unit (WWF International) and the Chair of the GHOA NI Shareholders' Group and its Executive Committee (SET). Co-ordinates closely with other relevant NI Leaders and programmes, and liaises with those offices and staff around the network providing key technical, policy, business planning and marketing support to the GHOA NI.

**External** - Works closely with implementing and donor partners (bilateral and multilateral), governmental and non-governmental representatives, and builds collaboration with other stakeholders including the private sector.

Prepared & cleared by Director, NIS : \_\_\_\_\_ Date: \_\_\_\_\_

Approved by Executive Director, Conservation: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by Chairperson of Shareholder Group: \_\_\_\_\_ Date: \_\_\_\_\_