

FFI's mission is to conserve threatened species and ecosystems worldwide, choosing solutions that are sustainable and based on sound science and take account of human needs. FFI's strategy to achieve this mission is to work with in-country organisations at all levels to support them in identifying and implementing country led sustainable solutions.

Fauna & Flora International - Vietnam Programme

is recruiting a

Technical Advisor

TERMS AND CONDITIONS

Starting date:	1 st January 2017
Duration:	One year with possible extension subject to business need and funding availability
Job type:	Full-time
Location:	Hanoi based with regular travel across Vietnam
Salary range:	800-1200 USD gross per month

JOB DESCRIPTION

Job title:	Technical Advisor
Report to:	FFI Vietnam Country Director FFI Vietnam Country Programme Manager

Main Duties:

Under the supervision of the FFI Vietnam Country Director and Programme Manager, the technical advisor will:

Research:

Conduct research which educates conservation interventions is a key aspect of FFI's approach. The Technical Advisor will be responsible for leading FFI research projects and assisting partners and students working with FFI to conduct research which results in improved practice and conservation outcomes.

- *Development of technical inputs and outputs in relation to population assessments of target taxa.*
- *Work closely with Community Conservation Teams to reinforce and further develop data collection protocols, data management and field level analysis*
- *Work closely with government partners at FFI target sites to ensure conservation research, monitoring and evaluation is understood, supported and implemented and skills transfer to local partners is successful*
- *Assisting FFI technical staff to deliver quality reports which meet internal and external requirements. This may include coaching, translation, technical inputs, additional data management and analysis*
- *Provide input into development of a research agenda for sites and species identified by FFI as priorities including:*

- *PFES mechanism development*
- *CFM, agroforestry*
- *Population monitoring*
- *Lead data analysis from historical and new data sets generated by FFI and develop papers for publication*
- *Provide oversight for foreign and national students working in association with FFI on key taxa and sites*
- *Conduct primate surveys/census, establish monitoring protocols, support community-based and ranger-based monitoring, data collection and analysis, camera trapping, etc.*

Planning, Monitoring and Evaluation:

FFI Vietnam places a strong emphasis on monitoring and evaluation (M&E) to ensure that the projects we deliver have positive impacts on our conservation targets and local communities in our focal areas. The Technical Advisor will play a key role in developing and managing Monitoring and Evaluation

- *Lead development of identification of biodiversity and social targets, indicators and monitoring tools for FFI sites and species investments*
- *Track and support FFI's M&E plan*
- *Manage software to track FFI's M&E plan*
- *Field implementation of M&E strategy through FFI staff, partners and local communities*
- *Support implementation of SMART at FFI target sites*
- *Contribute to development of action plans for key taxa*

Project development, fundraising and donor reporting:

The FFI Country Programme is supported through donor funding. The Research Monitoring and Evaluation Coordinator will be responsible for developing new projects, identifying appropriate donors, drafting funding proposals and reporting to donors on progress.

- *Contribute to programme development through discussion and development of concept notes for expanding and improving FFI's work*
- *Identifying suitable donors for programme objectives and projects*
- *Drafting funding proposals in-line with donor requirements and programme goals*
- *Liaising with allocated donors to ensure relationships are maintained and opportunities explored*
- *Tracking reporting requirements for allocated donors and delivering technical reports and supporting materials/reports in-line with donor requirements.*

Administrative support:

Providing additional support to programme where required by line managers to ensure implementation of other activities continues to meet conservation goals at other project sites, in particular the following:

- *Translating documents between English and Vietnamese*
- *Providing logistical support for activities in FFI sites*
- *Providing input to strategic discussion to programme development*
- *Being sufficiently aware of the rest of the programme to be able to act as a representative of the FFI Programme.*
- *Drawing from field experience to support the development of concepts for new programme activities*

Other duties:

- *Undertake tasks in support of the FFI Vietnam Country Programme that may reasonably be requested by Senior Management Staff.*
- *Ensure that project office and field operations are conducted to a high level of health, safety, integrity, environmental good practice and cultural sensitivity.*
- *Ensure that FFI policies and guidelines are followed within the implementation of the FFI Vietnam Country Programme*
- *Build capacity for both FFI staff and for counterparts/partners, where appropriate*
- *Support FFI's communication teams (VN and UK) with updates, news, stories etc.*

REQUIREMENT

- *Master's degree in forestry, biology, biogeography, natural resources management or related fields with specific primate survey/primatology skills, biodiversity/bio-monitoring experiences;*
- *Fluency in English (spoken and written).*

Interested applicants are invited to send a Cover letter and CV in English no later than **22nd November 2016** to: Ms. Le Hong Viet, FFI – Vietnam Programme; E-mail: viet.hong.le@fauna-flora.org ; or FFI Vietnam Programme Office at: 340 Nghi Tam, Tay Ho, Ha Noi

Only short-listed candidates will be contacted for interviewing.

For more information about FFI visit: www.fauna-flora.org