



WWF for a living planet®

JOB DESCRIPTION

Position title: Senior Freshwater Officer

Reports to: Freshwater Practice Lead, WWF-Viet Nam.

Supervises: Relevant project partners/consultants as required

Location: HCMC or Can Tho city

Date: May 2022

Background

WWF was one of the first International non-government organizations working in Viet Nam. In 1985, WWF began working on a national conservation strategy and since then has worked closely with the Vietnamese Government on a diverse range of environment issues and implemented field activities across the country. Find out more at <http://vietnam.panda.org/>.

WWF recognizes that its employees are its most important asset. A competent workforce, thoroughly trained, properly motivated, and bound together by mutual trust and common objectives is crucial to the success of WWF.

The Freshwater Program is one of the flagship programs of WWF in Viet Nam. We strongly advocate that all freshwater ecosystems – rivers, lakes, wetlands and associated aquifers – should be sustainably managed and wisely used to meet the needs of both biodiversity conservation and human development. In addition to advocacy work at the National level, the program is strongly rooted in the Mekong Delta provinces. We are one of the few organizations supporting key wetlands such as Lang Sen Wetland Reserve, Tram Chim, U Minh Thuong, Mui Ca Mau National Parks in maintaining the biodiversity and ecosystem services and engaging communities.

WWF is looking for a strong candidate for the position of Senior Freshwater Program Officer to coordinate and implement the newly funded projects in the Mekong Delta, e.g. the “Enhancing the Water Regulation Services and Replenishment Capacity of Tram Chim national park and its buffer zone” project is a 12-month project funded by the Coca-Cola Foundation. The project aims to enhance the water regulation services and replenishment capacity of the Park and its buffer zone as an effective nature-based solution for flood and water management in Dong Thap. It will also contribute to WWF overall objective of conserving biodiversity of Ramsar sites and enhancing the ecosystem services that support the well-being of people.

II. Major Functions:

The Senior Freshwater Officer oversees the coordination and implementation of activities in relation to the Coke-Tram Chim and DFAT-Nature-based Solution projects. The position entails working in close cooperation with the protected areas management boards, implementing partners, consultants, and other stakeholders in the Mekong Delta. The position may also contribute to other projects/ programs in the Mekong Delta Landscape and within the freshwater practice.

III. Major Duties and Responsibilities:

- Manage projects in both the technical and financial aspects to ensure high quality of the project deliverables to achieve its objectives and goals.
- Take a leading role in working with responsible government authorities at different levels for project implementation;
- Ensure project activities in compliance with WWF Network Safeguard Policies;
- Collaborate with project implementing partners to develop and implement annual project workplan
- Monitor project implementation progress, produce technical progress reports, ensure all donor requirements and deadlines are met, and final project objectives and KPIs are achieved;
- Work closely with and provide necessary support to the Communication Team in designing, rolling out, and

monitoring the progress and impacts of communications initiatives

- Oversee project implementing partners under the project including monitoring the progress and following-up with administrative procedures to make sure all WWF's policies on procurement are followed;
- Participate in regular meetings of the Freshwater Practice Team; Support and perform other tasks under the Freshwater Practice scope as needed.

IV. Profile:

Required Qualifications

- Bachelor/ (preferably masters) on biology, nature resources management, environmental management, or relevant fields.
- Qualification in project management; working experience with WWF projects is an asset.
- Proven experience and proficiency in biodiversity conservation including proven success with research and surveys of wildlife species
- Thorough understanding of socio-economic, conservation and development issues in Vietnam and in the project provinces.
- Knowledge of the policy/institutional context related to conservation and the government agencies, development partners, donor institutions, and the not- for-profit sector in the region.
- Excellent understanding of development partnerships with partners, both with governmental and international relations.
- Experience working in multi-cultural environment and with international organizations.

Required Skills and Competencies

- Strong leadership and partnership skills.
- Strategic thinking to ensure the sustainable impactful results in project implementation.
- Good project planning, coordination, time management, budget estimating and adhering to financial and logistical procedures
- Excellent presentation, communications, public speaking and negotiation skills.
- Strong teamwork and effective cooperation with government and NGO partners.
- Fluent in spoken and written English and Vietnamese
- Willing to travel outside of the workplace and, as needed, the country.
- Computer literacy (e.g. Microsoft office, internet, data analysis tools and digital communication software);
- Identifies and aligns with the core values of the WWF organization: Courage, Collaboration, Respect & Integrity.
- Adheres to WWF's brand values, which are: Knowledgeable, Optimistic, Determined and Engaging

V. Working Relationships:

Internal: Interact regularly with Freshwater Practice Lead, Footprint Director, Food Practice Lead and other WWF teams in Can Tho and HCMC. Engage with and support WWF-Vietnam staff.

External: Interact with all project's partners and stakeholders at the community, commune, district, provincial level and the central level. Interact with other relevant projects and NGOs on an ad-hoc basis as and when required.

This job description covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff. Other tasks may be assigned as necessary according to organizational needs.