

## JOB DESCRIPTION

<b>Position title:</b>	<b>Regional Project Manager – Mekong in BALANCE</b>
<b>Reports to:</b>	WWF Conservation Impact Director, Asia Pacific
<b>Supervises</b>	Staff and Consultants/Interns.
<b>Location:</b>	Based in Vietnam, Thailand, Laos or Cambodia
<b>Date:</b>	June 2024
<b>Working hours:</b>	40 hours per week

### I. Background

WWF Asia Pacific oversees the Country Offices that are managed by WWF International (Greater Mekong; (Myanmar, Cambodia, Laos, Thailand and Vietnam); Pacific; (Fiji, Papua New Guinea and Solomon Islands); and Mongolia). We work to conserve the region's biodiversity and build a secure and sustainable future for people and wildlife.

The Mekong region faces significant challenges in meeting the Convention on Biological Diversity (CBD) and Kunming-Montreal Global Biodiversity Framework (KM-GBF) requirements for effective biodiversity conservation and sustainable development. Insufficient capacity, funding, limited engagement of civil society, lack of mainstreaming biodiversity into policy and decision making, exacerbate threats from human activities and climate change, further endangering species and ecosystems, and risking delivery of ecosystem services and the livelihoods that depend on them.

**Mekong in BALANCE (Building Ambition for Lasting Action in Nature Conservation with Equity)** is a Swedish Government (Sida) funded initiative, delivered in partnership with a range of regional and national civil society organizations, institutions and research bodies, providing technical support to governments on updating monitoring and reporting on the NBSAPs, planning for OECM operationalization to support the 30x30 agenda, facilitating the development of a regional framework to improve Mekong River governance and to support communities, NGOs, governments and the private sector, to engage and influence these critical areas of work through a human rights based approach to tackle biodiversity and climate change challenges and protect and restoring critical ecosystems. The project aims to enhance technical capacity, promote inclusiveness, develop equitable conservation targets, develop monitoring systems and protocols, mainstream biodiversity at national and regional levels and integrate biodiversity with climate adaptation and human rights and gender approaches.

### II. Major Functions

The Regional Project Manager of WWF's Mekong in BALANCE project will be responsible for providing technical and operational oversight to implementing country office teams in Viet Nam, Cambodia, Laos, Myanmar, and Thailand. The position will ensure the effective development, rollout, coordination of implementation, learning and communicating and reporting of the program. The position will be part of WWF's regional Greater Mekong team, and liaise closely with in-country Conservation Directors, who will oversee the Mekong in BALANCE larger program of work within their specific country office. The position will also provide technical support and cross programme learning on the four outcome related issues within Mekong in BALANCE and participate in regional partnership learning events.

### III. Major Duties and Responsibilities:

- Provide leadership on NBSAPs, 30x30 and river governance thematic areas as well as human rights and gender-based approaches for the greater Mekong region.
- Lead planning processes for the program to ensure effective and timely delivery of project outcomes and reporting.
- Support development of policy and advocacy related outcomes of the project and support government liaison officers within country teams in developing and delivering policy recommendations to government partners.
- Work closely with relevant thematic advisors, managers of similar projects and partners in the region,

to develop a network of contacts and share lessons learnt, including engaging closely with joint learning platforms related to the regional Leading the Change Phase2, Mekong for the Future, and Climate Resilience by Nature (CRxN) projects to disseminate lessons learned and best practices from the Mekong in BALANCE project.

- Lead the technical reporting for the Mekong in BALANCE project to Sida and internally within the regional office.
- Oversee the delivery of the monitoring, evaluation and learning framework of the project in collaboration with the regional Monitoring, Evaluation and Learning (MEL) Lead, including bi-annual outcome harvesting and reflection meetings in each country for regional reporting and tracking of milestones.
- Provide budgetary management of the central regional budget and provide oversight of other country budget spending rates, including supporting financial reporting processes across the project.
- Oversee the integration of Human Rights approaches, Gender, Equity, Disability and Social Inclusion (GEDSI) into the program and that safeguards relating to Indigenous People and Local Communities are followed, tracked, and reported.
- Represent WWF International Country Offices in relevant fora such as conferences, networking events, and relevant meetings and workshops to communicate and promote the Mekong in BALANCE project work, as required.

#### **IV. Profile**

##### **Required Qualifications**

- University degree in environmental science, sustainability, water conservation or any climate change related field, a master's degree preferred.
- At least 5 years' relevant and demonstrated professional experience in Project Management of projects >USD\$1M; Sida project management experience is highly regarded.
- Good knowledge of Convention for Biodiversity (CBD) and the Kunming Montreal Global Biodiversity Framework (GBF) and National Biodiversity Strategy and Action Plan (NBSAP) theory and application. Experience in freshwater conservation highly regarded.
- Experience as an effective manager working within a decentralized, multi-national network (or programmed).
- Experience in partnership relations management,
- Familiarity of working with governments, aid agencies, regional institutions, research groups and civil society organizations of various sizes and levels.

##### **Required Skills and Competencies**

- Ability to work in a multicultural environment.
- Inspiring leadership, team management and coordination skills.
- Effective communication in both written and spoken English.
- 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
- Passion for conservation and WWF's mandate.

#### **V. Working Relationships:**

**Internal:** Works closely with finance and HR team in the country. Interact closely with programme and admin teams of all five WWF Country Offices in the Mekong. Engage with and support WWF programme staff.

**External:** Interacts regularly with government agencies, partners, consultants, suppliers, service providers. Engage with partner organizations on planning and execution of regional events, administration systems and practices for learning and sharing

*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.*