



JOB ADVERT
Wildlife Conservation Society

Job Title	Program Officer		
Reports To	CITES MA Vietnam Director		
Department/Group	Field Implementation Program	Location	Ha Noi

Background:

CITES (Convention on International Trade in Endangered Species of Wild Fauna and Flora) is an international agreement among governments whose purpose is to ensure that international trade in wild animal and plant species does not threaten the survival of these species. A total of 180 countries have agreed to the CITES regulations, which is a legally binding agreement. Vietnam ratified the Convention in 1994.

CITES Management Authority of Vietnam (MA) was established in 1994 as an affiliate of the Vietnam Administration of Forestry, under Ministry of Agriculture and Rural Development of Vietnam. The CITES MA Vietnam is the lead agency for the Government of Vietnam in addressing international wildlife trade, CITES compliance and is the standing member of the National Wildlife Enforcement Network (Vietnam WEN)

The Wildlife Conservation Society (WCS) is a non-profit, tax-exempt, private organization that saves wildlife and wild places worldwide through science, conservation action, education, and inspiring people to value nature. WCS has been working to strengthen the commitment and capacity of the Vietnamese government to combat wildlife trafficking since 2006 and have established a well-respected presence in the country, providing support to a range of government agencies. We have generated a wide range of reliable data on a number of related issues and trained over 1,000 law enforcement officers from a range of agencies in investigation and enforcement techniques, and distributed a number of technical handbooks and guides. We have assisted central agencies to review and propose criminal intelligence analysis systems, inter-agency agreements and cooperation, national legislation, and have supported bi-lateral dialogues to suppress the wildlife trade and strengthen Vietnam's enforcement response.

In Vietnam, CITES MA is one of our main Government partners. We have collaborated on many activities that help address threats to wildlife, including illegal hunting, trade and consumption of wildlife and promote biodiversity conservation. Specifically, the coming joint project activities' outcomes are:

- Analysis of Criminal justice response to Wildlife and Forest Crimes
- Enhancing international cooperation to combat wildlife trafficking networks
- Enhance multi-agency monitoring systems for transnational wildlife crimes and law enforcement...

Scope of work:

The Program Officer (PO) is responsible for the development, implementation and monitoring of joint project activities between CITES MA Vietnam and WCS.

Main responsibilities:

- Development and implementation of activities to strengthen law enforcement to suppress the illegal wildlife trade in Vietnam and improve the implementation of CITES in Vietnam (e.g. training programs, information management, inter-agency co-operation mechanisms, wildlife farm monitoring, guidelines for placement of confiscated animals, etc.).
- Provide high quality written technical reports and summaries in English and Vietnamese.
- Technical and creative input to the development of WCS program activities, projects and strategies (including activity planning, design, budgeting, and fundraising). Ensure internal and external reporting (financial and narrative) is completed to schedule.
- Development and maintenance of relationships with partners and stakeholders.
- Development and implementation of outreach and communication programme
- Written and oral translation from and to Vietnamese.
- Logistical and administration support for program activities.
- Other tasks as required by CITES MA Vietnam Director

Knowledge, skills, abilities:

This position is for a Vietnamese national with a university degree in a related field with intermediate or advance English level and Vietnamese language skills.

Candidates with the following competencies are preferred:

- At least 1 years of work experience in a similar position with an international organization or NGO
- Work experience in conservation and/or the development sector
- Knowledgeable about wildlife trafficking and related issues
- Experience working with relevant government agencies, donors and other partners is priority.
- Advanced computer skills

Schedule and Compensation

Salary grades are commensurate with experience and education. Benefits include private health insurance for staff and dependant(s), a 13th month salary and 20 annual-leave days.

How to apply

Interested applicants should send a cover letter, CV with photo, contact details for references to:

Mrs. Nguyen Thi Thu My – HR Officer

Wildlife Conservation Society

No.3 Thanh Cong street, Ba Dinh, Ha Noi.

Email: ntmy@wcs.org

Deadline for applications: 15th May 2017

Only shortlisted candidates will be contacted.