



KAVANGO ZAMBEZI

TRANSFRONTIER CONSERVATION AREA (TFCA)

TERMS OF REFERENCE

TECHNICAL COORDINATOR – WILDLIFE CRIMES

I. POSITION INFORMATION	
Project position:	Technical coordinator – Wildlife Crimes
Duration of Employment:	Two years (with possibility of extension)
Working nature:	Full-time assignment
Working hours:	40 hours a week
Duty station:	KAZA TFCA Secretariat Head Office, Kasane, Botswana

II. ROLE
<p>The Technical Coordinator – Wildlife Crimes, will oversee, lead, develop and ensure the overall delivery of the wildlife crimes prevention component of KAZA TFCA. S/he is responsible for the development and implementation of combatting wildlife crimes strategies in KAZA TFCA. The position is both strategic and very operational and result oriented. The incumbent will provide technical assistance to the KAZA Partner States, within their respective components of KAZA TFCA and at a transboundary scale, as well as facilitate better coordination of efforts and investments towards combatting wildlife crimes.</p> <p>The Technical Coordinator – Wildlife Crimes will report to the Programme Manager and work closely with KAZA Phase III Project Managers – Procurement & Project Implementation and Monitoring & Evaluation and Stakeholder Engagement. S/he will work very closely with all relevant stakeholders in the KAZA Partner States and beyond. S/he is expected to be an achiever with a successful track record in the conservation/development arena of Southern Africa and is expected to be dynamic and innovative with excellent organising, facilitation, interpersonal, project management and leadership skills. Excellent understanding of dynamics related to combatting wildlife crimes at global with a specific focus to the KAZA Partner States and the sub-region is a key requirement.</p>

III. KEY RESPONSIBILITIES/FUNCTIONS
<p>The Technical Coordinator will be responsible for the performance, communications, partner relationships, and all technical aspects related to combatting wildlife crimes in KAZA, as well as developing strong relationships with partner governments. More specifically s/he will:</p> <ul style="list-style-type: none"> • Focus on facilitating and coordinating practical delivery of interventions to combat wildlife crimes in KAZA; • coordinate fundraising initiatives and take an active role in planning, developing and submitting funding proposals to potential donors and financial partners; • help develop combatting wildlife crimes models and support their application in KAZA; • provide support to existing combatting wildlife crimes initiatives where needed, and provide input in scoping and exploring new interventions areas – in close cooperation with stakeholders; • ensure alignment of combatting wildlife crimes objectives and activities with regional and national frameworks for transboundary conservation and combatting wildlife crime; • serve as the local project manager by ensuring timely submission of all required programmatic deliverables including work plans, technical reports and project management plans (PMPs);

- ensure effective stakeholder engagement and buy-in with CWC activities with an emphasis on KAZA government agencies involved in combatting wildlife crime (environment ministries, judiciary, etc.), and stakeholders – including community-members and the private sector;
- coordinate all wildlife crime funds from different donors with a view to forging synergies; and
- provide inputs on consultancy requirements, TORs for assignments, and the management of contracted consultants.

Strategic planning and management

As a member of the Senior Management Team:

- participates in strategic planning and budgeting initiatives that set the directions, strategy, and objectives;
- contributes to the overall development and operations of the initiative, such as fundraising, management meetings, planning, budgeting, reporting and others;
- responsible and accountable for the combatting wildlife crimes component, based on applicable project plans/strategies, annual work plans and budgets;
- liaises and provides technical and strategic support wildlife officials in Partner States on their combatting wildlife crimes work; and
- co-ordinates and manages wildlife crimes related partnerships and contracts with founding organizations, third parties, consultants, strategic and project partners.

IV. MINIMUM RECRUITMENT QUALIFICATIONS / COMPETENCIES

Education:	<ul style="list-style-type: none"> ◆ At least a postgraduate degree or equivalent in natural resource management, international development, or related field of study.
Experience:	<ul style="list-style-type: none"> ◆ At least 5 years’ proven project management capacity in a multi-partner donor-funded project in natural resource management or related sectors; ◆ effectively work and collaborate with national government authorities and other stakeholders; ◆ excellent communication and inter-personal skills in facilitating and engaging with diverse stakeholders; ◆ develop and communicate a common vision among diverse partners; ◆ capacity to lead multi-sector and multi-disciplinary teams; ◆ draft, edit and produce bankable proposals and results-focussed reports; ◆ excellent understanding of dynamics related to combatting wildlife crimes at global with a specific focus to the KAZA Partner States and the sub-region; ◆ willingness to work and travel extensively in remote conditions are a prerequisite; and ◆ experience in the usage of computers and office software packages (MS Word, Excel, etc.)
Language Requirements:	Fluency in English (written and verbal). Knowledge of Portuguese will be advantageous.
Other Requirements:	Valid Driver’s license and valid passport Excellent health