

**Why we are here**

To stop the degradation of the planet's natural environment and to build a future in which humans live in harmony with nature.

www.wwf.org.au

Job Description

WWF-Australia

ABN 57 001 594 074

Department	Conservation
Unit/team	Regenerative Country
Job Matrix Group	WWF Conservation
Job Matrix Level	8
Job Title	International Species and Forests Program Manager
Reports to	Senior Manager, Species Conservation
Direct Reports	Threatened Species Manager
Location	WWF-Australia Office/location negot.
Job Type	Full Time Maximum Term Contract
Contract Period	2 years
Hours per week	38
Award Coverage	Professional Employees Award - 2020 - Level 4
Approval	Head of People and Property
Approval Date	17/12/2024

Organisational Context

For over 60 years, WWF has been a powerful voice for nature and communities. We are a values-driven and diverse global network of local organisations working in 100 countries. We work as a catalyst with communities, First Nations, governments, businesses, innovators, and philanthropists towards our global mission: to build a world where people live and prosper in harmony with nature.

WWF-Australia uses our expertise to conserve biodiversity, empower communities and halt climate change in Australia and the Asia-Pacific region. With the knowledge and traditions of First Peoples and local communities, together we can bring change on a global scale for climate, nature, and people. Join us and help Regenerate Nature by 2030.



**Department
Context**

WWF-Australia's strategy requires all staff to support the delivery of our objectives which aim to catalyse regeneration towards 2030 across the following strategic priorities: Regenerative Sky (Climate), Regenerative Country (Land) and Regenerative Saltwater (Oceans) - that deliver inclusive conservation outcomes. These three solution pathways are enabled by a focus on Mobilising Millions, a Regenerative Economy and ensuring a Future Fit Organisation.

Job Purpose

The position leads WWF-Australia's International Species and Forests program, providing expert management to deliver a complex array of conservation objectives in collaboration with WWF-Network offices in the Asia-Pacific region that deliver outcomes for species, forests, and Indigenous Peoples and Local Communities.

**Key
Accountabilities**

- Manages WWF-Australia's International Species and Forests Program to ensure the delivery of program specific and strategic outcomes that create positive change for Asia-Pacific flagship species, forests and people.
- Builds strong and cohesive partnerships with key staff from WWF-Au and WWF-Network Offices, Initiatives and Practices to deliver strategically aligned conservation outcomes for flagship species and landscapes in the Asia-Pacific region incorporating an Inclusive Conservation approach to ensure holistic outcomes.
- Leads, coaches and develops a small team to implement program objectives.
- Works jointly with WWF staff from Regenerative Country, Regenerative Sky and Regenerative Saltwater pillars to integrate international flagship species and forests to deliver conservation outcomes in line with the 2024-2026 Strategic Plan.
- Supports the manager and Experience team in developing an innovative prospectus of international projects that will deliver cross-cutting strategic goals and assists in securing funds to implement inclusive conservation programs in line with the strategic plan throughout the Asia-Pacific region.
- Supports the manager and WWF-Au staff to implement and deliver a Tiger Innovation Fund.
- Works collaboratively with WWF-Au staff to adopt and implement project, financial and administrative systems; as well as WWF-Au and WWF-Network policies, practices and standards.
- As a subject matter expert, works collaboratively with WWF staff to prepare funding applications and co-create rich conservation content to engage WWF audiences.

**Job Level
Responsibilities**

As a people manager, at the team level:

- Contributes to departmental strategy, managing operational planning and delivery.
- Performs operational budgeting, risk and quality management and contributes to departmental reporting.
- Builds a high performance staff, facilitating change through people, and developing individual competence by coaching, developing and retaining talent.
- Ensures compliance with legislation and standards, policies and practices, particularly Advocacy with Excellence, Information Security, health and safety, child protection, prevention of sexual exploitation and abuse, security, sustainability, and equal employment opportunity.
- Aligns own work and staff with WWF's mission, Guiding Principles, Brand and I-CCaRe Values – Integrity, Collaboration, Courage, and Respect.
- Represents WWF as a functional/technical expert or authority within discipline and presents to high level groups.
- Applies and adheres to the WWF Standards of Conservation Project and Program Management and WWFs Ways of Working.



- Seeks approval from the CEO for international travel.

Relationships & Communications

Team-working is WWF's preferred way of working requiring positive and constructive relationships across the organisation. Key relationships include:

- WWF-Au Chief Regenerative Officer, WWF-Au Head of Regenerative Country and WWF-Au Senior Manager for Species Conservation to ensure strategic alignment with operational and work plans.
- WWF-Au Head of Regenerative Climate and Senior Manager, Community Resilience and Adaptation to integrate cross-cutting climate objectives and to align international conservation work with Australian Council for International Development and Australian NGO Cooperation Program standards.
- WWF-Au Head of Philanthropy and Development to support relationships with Major Donors and fundraising opportunities.
- Conservation Director or focal contact point in various WWF-Network offices and partners to implement conservation objectives in country.

Job Challenges

- The position requires the skills to build trust and work collaboratively to achieve engagement across teams from different learning backgrounds and diversity of cultural beliefs.
- The geographically dispersed nature of WWF-AU, and competing needs of staff, requires excellent communication skills and empathy for understanding availability constraints for colleagues.
- Working throughout the Asia-Pacific region with staff from different learning backgrounds – including experience outside conservation – requires excellence in communication, flexibility to manage requirements of different time zones and patience to accommodate competing conservation demands on WWF-staff.
- Maintaining a high level of accuracy during high workload periods.
- Maintaining knowledge of WWF's strategic objectives and activities and communicating this to the public and supporters in an engaging, meaningful way.

Essential Selection Criteria

- Demonstrated expert knowledge and experience in conservation/environmental management in Australia and the Asia-Pacific region which denotes an understanding of the breadth of challenges in achieving conservation outcomes for species, forest and people.
- Demonstrated advanced working knowledge of the interconnection between wildlife and/or forest conservation and socioeconomic and livelihood challenges, with a focus on the Asia-Pacific region.
- Demonstrated experience successfully delivering Inclusive Conservation principles within programs of work and knowledge on how to operationalise Inclusive Conservation principles within programs in the Asia-Pacific region.
- Demonstrated experience in conservation/environmental planning and program management, impact monitoring and reporting, indicating an ability to deliver complex projects from inception to completion to achieve high impact outcomes.
- Experience in cross-cultural communication, working in diverse cross-cultural environments and building relationships with Indigenous Peoples and Local Communities.
- Demonstrated experience in people management, with a proven track record of working collaboratively in small teams and supporting the professional development of staff.
- Excellent interpersonal, written, and verbal communication skills, with an ability to communicate complex conservation/environmental narratives to multiple stakeholder groups.



- Skills and experience in negotiation, conflict resolution, multi-stakeholder engagement and management, particularly in the context of partner and donor relations.
- Experience and awareness of workplace health and safety, and risk assessments – including safeguarding responsibilities - in a project management and/or field context associated with implementing conservation/environmental projects.

Desirable Selection Criteria

- An understanding of, and support for, workplace sustainability principles.
- Experience working to deliver conservation/environmental outcomes through environmental NGOs in the Asia Pacific region.
- Ability to act as a spokesperson in the media or other public forums.
- Experience working in innovative ways to pilot and validate inclusive conservation management interventions.

Credentials

- Post graduate degree with a minimum of 5-years relevant conservation experience is required.
- Current class A driver's licence.

Does this role involve working with children?

- Yes

Job Requirements

- Provide evidence of completion of a full-course of an Australian government-recognised vaccination against COVID-19.
- Employment background checks (e.g., criminal record check, working with children check)
- After hours and remote field work which may involve camping and overnight stays, including occasional weekends.
- Interstate/international travel infrequently and with advance notice
- A passport, or ability to obtain a passport, to facilitate travel to Asia-Pacific countries.

How to Apply

Applicants can apply via <https://wwf.org.au/about-us/jobs-at-wwf/>. Only those applicants applying online via the eRecruitment System will be considered.

Please include the following two attachments: (1) a cover letter/statements against the selection criteria and (2) your resume (CV).

Note that applicants require current unlimited working rights in Australia to be eligible for this role.