



**WILD CHIMPANZEE FOUNDATION**

## **Job Vacancy**

### **Country Director Liberia**

**Structure of employment:** Wild Chimpanzee Foundation (WCF)

**Date of publication:** 15 December 2016

**Background:**

The Wild Chimpanzee Foundation (WCF) is an international NGO established in several countries such as Côte d'Ivoire, Guinea and Liberia. WCF has been in operation since 2000 for the conservation of chimpanzees and other biodiversity in West Africa. The WCF has worked on projects in Liberia since 2008 and opened a country representation in 2013. WCF conducts conservation programs that include biomonitoring, law enforcement, environmental education, research, land-use planning, alternative livelihood schemes, ecotourism and capacity building, in and around chimpanzee habitats. Emphasis of current projects is on supporting the Forestry Development Authority of Liberia to create protected areas that harbor viable wild chimpanzee populations through evidence-based approaches and community engagement; developing transboundary collaboration along the border with Côte d'Ivoire; and building capacity for law enforcement and monitoring.

**Job Description:**

We are seeking a full-time Country Director for WCF's Liberia Office, based in Monrovia. The Country Director will be required to oversee the implementation and development of all funded projects of the WCF in Liberia, with support from the West African Office in Côte d'Ivoire. The Country Director will ensure coordination between the country office and field office, supported by a team of 15 Liberians and international staff, as well as liaising with both governmental and non-governmental partners, building capacity of local partners and of the local team. Current projects include: Creation of the Grebo-Krahn National Park, in the heart of the Tai-Grebo-Sapo Forest Complex, the largest west African remaining forest block; Creation of potentially Liberia's largest protected area in within the Krahn-Bassa National Forest; Creation of forest corridors Tai-Grebo-Sapo Forest Complex; Developing national strategies for biomonitoring and law enforcement, with emphasis on SMART and digital data collection. The Country Director will be responsible for developing future projects, overseeing fund-raising, report preparation and data analysis. 75% of the Country Director's time will be spent at the Monrovia office, with 25% spent conducting field missions in south east Liberia and regular trips to the West African Office in Abidjan, Côte d'Ivoire.

**Start Date:** February 2017

**Salary and benefits:** Salary is dependent on experience. A stipend for lodging is provided, as well as an annual return airfare. Vaccinations and insurance are not covered.

**Main Responsibilities:**

- Develop and coordinate the WCF-Liberia conservation activities in Liberia, one of the main targets being presently the creation of new protected areas, including Grebo-Krahn National Park and Krahn-Bassa Conservation Area
- Develop and coordinate transboundary conservation actions and communication in the Tai-Grebo-Sapo Forest Complex with the West African Director in Abidjan
- Oversee all project implementation, ensuring it is in accordance with the grant agreements;
- Manage, support and coordinate the WCF-Liberia team including local staff, volunteers and Seconded forest rangers.
- Ensure regular capacity building of the the WCF Liberia team and Forest Rangers
- Support and seek funding for the WCF-projects in Liberia; and participate in grant seeking and writing with WCF-West Africa and WCF- Head Office in Leipzig,
- Ensure financial management of project funds in accordance with WCF and donor procedures
- Prepare project reports for donors and government partners in a timely manner in accordance with WCF and donor procedures
- Prepare annual work plans and budget forecasts and support the field team to provide similar monthly plans, to ensure the smooth running of field activities
- Undertake all steps to fulfill the legal obligations for WCF in Liberia
- Represent the WCF in meetings/workshops, both nationally and internationally, with particular attention to policy dialogues with governmental stakeholders

**Qualifications / Experience:**

***Required:***

- Minimum of 5 years' experience in conservation project management or a related field (preferably in an NGO)
- Minimum Masters level degree in conservation or a related field
- Proven project management skills and/or monitoring and evaluation skills
- Proven financial management skills (forecasts; budgets; financial control)
- Proven team management and leadership skills
- Excellent computer skills with excellent knowledge of Microsoft Office
- Excellent communication skills and fluency in English (oral and written)
- Driver's License

***Preferred:***

- Relevant experience in Liberia or West Africa
- Understanding of current conservation issues in Liberia or West Africa
- Computer skills including GIS, DISTANCE, Access and SMART
- Conservation field experience, preferably in a tropical forest habitat
- Comprehension of spoken and written French

- Experience in training and capacity building
- Flexibility in your work schedule
- Experience in 4x4 driving

**Deadline for submission:** 31<sup>st</sup> January 2016

Applications (CV and Cover letter with two references) should be sent electronically to [normand@wildchimps.org](mailto:normand@wildchimps.org) in copy to [hboesch@wildchimps.org](mailto:hboesch@wildchimps.org). Only successful applicants will be contacted via email for an interview.