

Role: Liberia Project Officer

Based: Monrovia, Liberia.

Salary range: USD\$800 – 1,500 per month (with 13 month incentive scheme for high performance, achieving specific goals). Plus healthcare support.

Contract: Permanent, full-time

As the Environmental Justice Foundation's (EJF) Liberia Project Officer, you will provide on-the-ground guidance, support and coordination to an expanding portfolio and team working to protect marine wildlife and coastal communities in Liberia. You will report to EJF's head office in London, UK.

The role will require regular travel to coastal areas of Liberia including Grand Bassa, Grand Kru, Maryland, Margibi and Grand Cape Mount Counties.

Position Purpose

EJF's Oceans Campaign Mission is to protect the marine environment, its biodiversity and the livelihoods dependent upon it.

In Liberia, EJF is working to eradicate illegal fishing, promote sustainable and community co-managed fisheries and marine protected areas (MPAs), and implement community-based fisheries research on sharks and rays with the long-term aim of delivering sustainable management plans for these threatened species. We are also embarking upon a new turtle conservation project that will require effective engagement and liaison with communities in order to create local stewardship to safeguard these vulnerable populations.

As the Project Officer, you will be responsible for implementing and coordinating on-the-ground project activities. You will also be responsible for line-managing a team of three staff and coordinating community science volunteers in collecting biological data on sharks, rays and turtles. You will build on the strong relationships we have with key Liberian stakeholders, including local community-based organisations and governmental agencies to improve fisheries management capacity both locally and nationally. The role will involve close liaison with colleagues in the EU, partner NGOs and EJF staff in West Africa and Asia, ensuring effective communications and information-sharing on the campaign and grassroots achievements.

Key Tasks will include but not be limited to the following:

- Working with colleagues in EJF, implement agreed project activities to secure clear outputs and outcomes as part of the Liberia Programme
- Support and mentor EJF's other Liberian staff and community science volunteers to ensure they are best supported to achieve their goals and develop their capacities.
- Coordinate scientific data-collection exercises with staff and community science volunteers related to the country programme, specifically the collection of robust shark/ray fisheries landing data and marine turtle nesting data, ensuring data-bases

(including photo-verification of species) are kept up-to-date and shared with the wider EJF team.

- Provide support for capacity-building in Liberia across local communities, community-based organisations and statutory agencies, specifically employing the use of new technologies (including smartphone data-collection apps).
- Support the work of EJF's Fisheries Information Network (FIN), collaborating with the wider EJF team to gather and share information on IUU fishing in Liberia.
- Implement tailored engagement meetings, workshops and presentations with participating fishing communities in relation to country programme activities.
- Working with colleagues, undertake research and produce reports and policy briefings, and support the digital communications and media engagement through gathering of film and photos.
- Represent and advocate EJF's work in public-facing events and in private meetings, including with local communities, regional/national governments, partner NGO's and the EU.
- Keep up-to-date with fishery and marine conservation developments within Liberia and feedback to EJF UK Office (includes attending workshops, conferences and meetings).
- Working with colleagues, input into and assist in the development of funding proposals.
- Provide valuable feedback and reporting that will help guide EJF's future strategy and planned actions in Liberia.
- Provide detailed M & E through weekly and monthly reports, frequent skype calls, and use of Trello to EJF head office.

Person Specification

Essential

- A proven track record (at least 3 years' experience) of delivering high quality development and/or conservation projects and implementing advocacy programmes that show measurable impact.
- A strong and dynamic leader able to mentor and motivate to get the best from EJF's local team, community science volunteers and project partners, whilst being flexible to changing needs and opportunities.
- Experience of implementing biological data-collection exercises.
- Ability to problem-solve, work effectively under pressure and in remote situations and to ensure that your team is equipped, trained, motivated and well-managed.
- Have superb oral and written communication skills, able to deliver presentations to diverse of audiences including Liberian fishing villages, governmental agencies, high level audiences and local/national media.
- IT-literate, with experience of computer packages including MS Office (Word, Excel and PowerPoint)
- Experience of managing large data sets.

- Understand budgets and the need for transparent and efficient use of resources; creating results-driven actions, through effective monitoring and evaluation of impact.
- Are resourceful, able to bring skills in capacity building, training and relationship management to ensure the long-term impact and durability of the programme.
- Are a great negotiator, able to be diplomatic and tactful even under pressure. You have good cross-cultural awareness and a genuine interest in working with communities.
- Highly organised, with strong administrative skills and ability to multi-task.
- Share a genuine commitment to EJF's mission and goals of protecting people, wildlife and our shared planet.

Desirable

- Degree in relevant subject (environmental/fisheries/development)
- Experience of development and/or conservation projects in Liberia
- Experience with fisheries/shark/ray/turtle conservation projects
- Experience of using smartphone apps in data collection
- Network of key contacts (community, NGO, governmental) involved in Liberian fisheries management

Preference will be given to Liberian nationals.

Please send your CV and cover letter (including the job title - Liberia Project Officer - in the subject line of the email) explaining why you are the right person for this job to: recruitment@ejfoundation.org

Early submissions are strongly encouraged

Only shortlisted candidates will be contacted.

Deadline: Thursday May 31st 2018