



SENIOR PROGRAM OFFICER

OVERVIEW

The Sahara Conservation Fund (SCF) is a pioneering international conservation organization working at the forefront of efforts to save the endangered wildlife of the Sahara and the Sahel. Since its founding in 2004, SCF has been instrumental in the protection and restoration of unique desert antelopes, such as the addax and scimitar-horned oryx, establishment of one of the largest protected areas in the world in Niger, implementation of a recovery program for the planet's largest bird, the North African ostrich, and has generally put Saharan wildlife on the global conservation agenda through a combination of field work, communications, and outreach.

Over fifteen years after it was established, SCF has a growing portfolio of species-focused and landscape management initiatives, including a major new EU-funded project in Chad, and a broadening suite of partnerships. A new strategic plan has been developed, setting ambitious goals for the restoration of key species across the Sahara and Sahel, improving the management of the ecosystems they depend on, as well as amplifying SCF's role as a leading global voice for the conservation of the region's unique wildlife.

JOB DESCRIPTION

Reporting to the Chief Executive Officer, SCF is recruiting an experienced SENIOR PROGRAM OFFICER for its activities in Africa, based at its European office near Paris in France. She/he will be responsible for the development and guidance of the conservation program, projects and activities, providing them with the required administrative, managerial and technical support.

MAIN DUTIES AND RESPONSIBILITIES

Project & Program Management

- Manage and supervise a portfolio of SCF projects and activities;
- Develop and monitor annual project work plans and budgets;
- Monitor project expenditure and conformity to budget and donor requirements;
- Travel to SCF project sites in the Sahel and Sahara to supervise and support projects;

Reporting & Communications

- Be responsible for periodic project technical and financial reporting;
- Provide field or project monitoring reports following each visit;
- Write brief monthly bulleted flash reports and quarterly program progress reports, outlining major activities and project progress;
- Contribute to the SCF Annual Report;
- Assist with technical and scientific reporting as required;
- Assist with SCF's communications and fundraising activities;

Supervision & Staffing

- Supervise and train project staff during fieldwork activities;
- Ensure activities are run in accordance with approved SCF standards, policies and norms, and any additional donor-related rules and regulations;
- Assist with project staffing management and recruitment;
- Assist with staff performance appraisal, goal-setting and development;

Strategy

- Develop for approval proposals for new projects or on-going phases of current ones;
- Build productive partnerships with and represent SCF with institutional, technical and financial partners;
- Assist with the management and activities of the Annual Sahel-Sahara Conservation Meeting;
- Undertake other tasks broadly related to the functions of a program officer.

CANDIDATE PROFILE

The ideal candidate:

- is a dynamic and committed conservationist with at least 8 years' experience in field-based conservation in Africa;
- has proven skills and experience with community-based and landscape-level conservation and natural resource management initiatives;
- has working knowledge of pastoralism and rangeland management, environmental and social resilience;
- is fluent in both French and English;
- is willing and able to travel and work in offbeat places, with a positive multi-cultural outlook;
- is a strong team worker, and has passion for nature conservation and the natural world.

EMPLOYMENT CONDITIONS

- Remuneration commensurate with skills and experience within non-governmental organization standards and parameters based on the “*Convention Collective Nationale de l’Animation*” (indicative figures are between 3,500 and 5,000-euros gross per month).
- Work duration: full time.
- Type and length of contract: permanent contract with a trial period of 4 months (two times two months).
- Place of work: SCF-Europe offices in France with regular travel to Africa (c. 50% of time).
- Position to be filled by: 1 August 2019.

APPLICATION

Letter of motivation and CV by email to jobs@scf-europe.fr;

Deadline for submissions: 1 July 2019;

Only short-listed candidates will be contacted and/or called for interview.