



WWF Mesoamerica Job Opening

Job title: Project Manager, Tegucigalpa, Honduras.
Reports to: Conservation Director, WWF Mesoamerica, based in Guatemala
Date: June 02, 2022

World Wildlife Fund (WWF), one of the world's leading conservation organizations, seeks a Project Manager, for our office in Honduras. We are looking to hire a passionate, creative, and dedicated professional, always willing to push the boundaries, a great team player and overall, a good human being, who understands and appreciates the value of leading by example.

We are driven by the **WWF Core Values**:

COURAGE We demonstrate courage through our actions, we work for change where it's needed, and we inspire people and institutions to tackle the greatest threats to nature and the future of the planet, which is our home.

INTEGRITY We live the principles we call on others to meet. We act with integrity, accountability, and transparency, and we rely on facts and science to guide us and to ensure that we learn and evolve.

RESPECT We honor the voices and knowledge of people and communities that we serve, and we work to secure their rights to a sustainable future.

COLLABORATION We deliver impact at the scale of the challenges we face through the power of collective action and innovation.

I. Main Function

The Project Manager will provide vision and leadership for a USAID-funded project to strengthen environmental governance in Honduras, being implemented by WWF. The goal of this Project is to increase equitable and transparent environmental governance in Honduras to improve sustainable natural resource management and reduce wildlife and timber trafficking, illegal logging, and wildfires, by exploring and addressing linkages between corruption and these natural resource crimes. To achieve this outcome, the Project will implement actions to meet the following objectives:

Objective 1: Institutional oversight mechanisms are strengthened and implemented to increase transparency and inclusiveness in the timber products value chain, and to tackle wildlife trafficking and wildfires.

Objective 2: Authorities, investigators, judges, and prosecutors are aware, and have the knowledge and tools to apply the law in cases of related wildlife and timber trafficking, illegal logging, and wildfires.

Objective 3: Citizens (representative of all segments of the population) are aware and actively participate in the reduction of wildlife and timber trafficking, illegal logging, and wildfires.

The Project Manager provides managerial and technical leadership and directs the project's core team of staff and partners responsible for planning, coordination, design, and delivery of all project activities. The Project Manager represents the project to USAID, partners, stakeholders, and government, and ensures the project is well coordinated with other WWF initiatives and USAID efforts. The Project Manager applies a participatory, adaptive management approach to ensure that the program is efficient, effective, and achieves planned results. With support from WWF Mesoamerica and WWF US, the Project Manager ensures that the project is implemented in compliance with USAID policies and regulations, including subgrants and subcontracts. The Project Manager establishes and maintains good working relationships with project partners, participants, stakeholders, beneficiaries, and other relevant organizations in the region, including government partners and USAID personnel.

II. Key responsibilities:

- Develop annual work plans to guide the project implementation.
- Coordinates activities with the technical experts of the project and consultants, based on developed annual work plans.
- Identify and select adequate consultants and organizations to develop and implement specific activities or technical work of the project.
- Implements project activities under his responsibility.
- Oversee the technical experts assigned to the project.
- Oversee the work of consultants and partners during Phases 1 and 2.
- Serve as USAID's primary point of contact for the project.
- Responsible for regular reporting and on-time delivery of products and outcomes, including the elaboration of technical and progress reports
- Promote collaboration with other USAID activities, government agencies, local actors, and other groups operating in the same sector or region.
- Participate in WWF Mesoamerica planning activities when required.
- Responsibly represent WWF Mesoamerica at events, forums, and meetings related to project activities or when required.
- Coordinate and collaborate with key stakeholders, including civil society organizations, the private sector, communities, and related authorities, when the implementation of activities under his/her responsibility require it.
- Carry out other activities and comply with other responsibilities that may be assigned by his/her immediate supervisor or by the Regional Director of WWF Mesoamerica for the successful implementation of the project.
- Develop periodic monitoring activities designed to quantify the advances of project.
- Directly coordinate with the Conservation Director to execute the technical work associated to the planning and implementation of specific activities and work plans of the project, budget preparation and management, monitoring and evaluation and reporting.
- Directly coordinate with the Conservation Director, receive support from the Financial and Administrative Manager of WWF Mesoamerica, and coordinate with administrators from the field office to comply with administrative procedures, office policies and the adequate budget execution.

III. Minimum Qualifications

- Citizen of Honduras or from another country with residence and working permit in Honduras.

Education and Experience

Knowledge: Master's degree in biodiversity, forestry, natural resources management, environmental law/ public policy, or relevant field.

Experience

- 10 years of work experience in biodiversity conservation, preferably in Honduras.
- Strong understanding of the institutional and legal frameworks for natural resource governance in Honduras.
- Strong understanding of the anti-corruption and conservation crimes.
- Preferably, with 5 years of experience managing and implementing USAID projects, or other donor-funded natural resource projects. Experience managing projects in Honduras preferred.
- Experience creating or strengthening oversight and monitoring mechanism, increasing civil society participation, and strengthening governance.

Skills and Abilities

- Excellent written and oral skills communication.
- 100% Bilingual (English-Spanish) written and oral.
- Ability to communicate in writing and orally about biodiversity, forestry, environmental, or other natural resources issues to specialists as well as non-specialists.
- Demonstrated effectiveness leading and managing teams able to adapt to dynamic operating conditions to achieve project results.
- Diplomatic skills to establish effective collaborations with relevant actors, partners, authorities, strategic allies, and donors.
- Ability to supervise and manage consultants and subgrantees.
- Discipline to implement established procedures and policies.
- Organizational skills and creativity to propose improvements to project and resolve conflicts.
- Availability to travel within Honduras, as well as to travel to other countries when necessary.
- Independent working habits focused on objectives and/or results, and proactive.
- Knowledgeable in the use of Microsoft Office.
- Committed to building and strengthening a culture of inclusion within and across teams.
- Identifies and aligns with WWF's core values: Courage, Integrity, Respect, and Collaboration:
 - Demonstrates courage by speaking up even when it is difficult, or unpopular.
 - Builds trust with colleagues by acting with integrity, owning mistakes, and holding oneself accountable.
 - Welcomes other points of view and ideas, recognizing and embracing different and contrary perspectives with kindness, curiosity, and encouragement.
 - Makes conscious efforts to promote cooperative practices, behaviors, and ways of working across many groups and individuals.

How to Apply:

Interested candidates must submit CV, a letter summarizing his/her work experience and ability to meet **each** of the qualifications for the position, copy of ID, salary history and salary expectation for this position and two labor references as a single **PDF document** to Viky Maldonado (vmaldonado@wwfca.org)

Application Due Date: Friday June 10th, 2022.