

“ACCOBAMS Survey Initiative” Project Officer

1. BACKGROUND AND DESCRIPTION OF THE POSITION

Established under the auspices of the UNEP Convention on Migratory Species (UNEP/CMS), the Agreement on the Conservation of Cetaceans of the Black Sea, Mediterranean Sea and contiguous Atlantic area (ACCOBAMS) is an Intergovernmental Agreement aimed at achieving and maintaining a favorable conservation status for cetaceans through the implementation of coordinated measures.

The Secretariat of ACCOBAMS, based in Monaco, ensures the coordination of the Agreement implementation and provides assistance to the Contracting Parties. In this context, the Secretariat is working on the development of an initiative aimed at responding to the ACCOBAMS strategic objective on improving the understanding of the conservation status of cetaceans at the Mediterranean/Black Sea macroregional level (the “ACCOBAMS Survey Initiative” – ASI).

This is a pilot initiative aimed at establishing an integrated and coordinated monitoring system for cetaceans, in coordination with the riparian countries and with their participation. The final goal of the project is to improve the conservation status of the species and their habitats through appropriate management, taking into consideration that cetacean conservation is at the interface of scientific, environmental, social and economic issues, in a context of growing development of all maritime activities (fisheries, maritime transport, industries, tourism...).

Consistent with the priorities and commitments of the countries related to the management of the coastal and marine environment, the project will contribute to strengthen international cooperation and synergies between the riparian countries. It will improve knowledge and monitoring of the species, at the ecoregional level of ACCOBAMS, with the view of optimizing and increasing the efficiency of the efforts to establish a transnational approach to conserving the species concerned.

One of the objective of the ASI is to establish a baseline framework to assess cetaceans abundance and distribution at the macroregional level. A synoptic survey will be carried out in summer 2017 across the Agreement area combining visual survey methods (boat- and ship-based surveys) and passive acoustic monitoring (PAM) with the participation of scientists of the whole area. When possible, data will be also collected for all species of species of conservation importance encountered (e.g. reptiles, fish, elasmobranchs...).

The project will also provide capacity building and development of harmonized monitoring methodologies, with the view to establish a regional systematic monitoring program of cetaceans species.

The overall coordination of the project is provided by the ACCOBAMS Secretariat, according to the mandate given by the Parties to ACCOBAMS, and under the guidance of a Steering Committee. A Scientific Coordinator will be involved in the project for specific tasks/actions related to the scientific aspects of the project.

The Project Officer will ensure the overall coordination of the “ACCOBAMS Survey Initiative” project. He/she will provide operational management of the project, under the general authority of the ACCOBAMS Executive Secretary and the supervision of the ACCOBAMS Project and Fundraising Officer. He/she will also liaise with the Scientific Coordinator.

This is a full-time position based in the Principality of Monaco, at the ACCOBAMS Permanent Secretariat.

The ASI Project Officer position is a fixed-term contract corresponding to the duration of the project (42 months), starting as soon as possible.

Remuneration will be dependent on the candidate's experience. Minimum monthly take-home salary (before-tax payment) will be 2,400.00 Euros . The contract will cover basic national health insurance, pension and unemployment insurance.

2. MAIN DUTIES AND RESPONSIBILITIES

The ASI Project Officer will be responsible for the management and the overall coordination of all operational matters of the project including (but not limited to) the following:

Project development

- Finalize the project documents based on the requirements of the funding partners, in liaison with the Project Steering Committee and the Scientific Coordinator;
- Liaise with the national representatives to further define their contribution to the project.

Project management and delivery

- Ensure timely implementation/coordination of the project activities through systematic planning, monitoring and evaluation;
- Liaise with the national representatives during all the project duration;
- Prepare and monitor the implementation of contracts with experts/consultants and Memoranda with national partners;
- Coordinate the organization and follow up of meetings and workshops;
- Contribute to the liaison of the ACCOBAMS Secretariat with the different ACCOBAMS Bodies (Bureau of Parties, Scientific Committee) for the issues related to the project;
- Contribute to the liaison of the ACCOBAMS Secretariat with the Project Steering Committee and the Project Scientific Coordinator;
- Ensure the technical and financial reporting to funding partners;
- Liaise with the funding partners to monitor the progress in the implementation of the project
- Write communication material required by the project (outreach materials, website content);
- Maintain an adequate paper and electronic filing system.

ACCOBAMS regular activity

- Attend, as representative of the ACCOBAMS Secretariat, national and international events (meetings, workshops, field surveys, etc.) and promote the interests of the Agreement in other fora, in relation to the project;
- Contribute in servicing the ACCOBAMS institutional meetings;
- Contribute to team and staff meetings.

Other

- Undertake other duties as required by the Executive Secretary in relation to the project.

3. REQUIRED PROFILE AND QUALIFICATION

All candidates for this position must provide evidence of the following:

Education, knowledge and experience

- Advanced university degree (Master's degree or equivalent) in environmental studies, biology or related field with specialization. A background in marine environment would be an advantage;
- At least five years or relevant experience in management/development/monitoring of multi-partner conservation projects (delivery, budgeting, reporting, writing publications, organizing meetings and workshops) and environmental policy coordination and/or related field, including at least two years at the international level;
- Previous experience in the ACCOBAMS area is desirable.

Skills and competencies

- Excellent project management skills;
- Diplomatic skills;
- Interest in nature conservation;
- Ability to work independently, innovatively and collaboratively with colleagues in order to achieve organizational goals;
- Ability to plan and prioritize workloads and capability of meeting deadlines;
- Persistence when problems or challenges appear;
- Excellent interpersonal skills, especially within multicultural/multilingual settings;
- Ability to interact with tact and diplomacy;
- Willingness to undertake travel abroad.

Languages

- Excellent written and oral communication skills in both English and French. Knowledge of other languages of the ACCOBAMS area is an asset.

4. HOW TO APPLY

Applicants are invited to submit the following items to prove their qualification to respond to the objectives of this position:

- A cover letter
- A two-page supporting document in which the applicant should answer the following questions:
 - o What led you to apply for this position?
 - o Why would you like to work for ACCOBAMS and its geographical area?
 - o What are the two most important technical abilities that you would bring to the project?
 - o What is the single most important technical ability that you would need in order to manage the project successfully?
 - o What are the two most important personal characteristics that would help you to succeed in this job?
- A CV
- List of 3 referees.

Applications should be submitted electronically, in English, with all the material in a single email, to Mrs. Florence DESCROIX-COMANDUCCI, ACCOBAMS Executive Secretary (fcdescroix@accobams.net).

The deadline is **2 October 2016**. A shortlist of qualified candidates will be formally invited for interview around mid-October 2016. Interviews will be conducted via Skype.

For further information see also: www.accobams.org