



## **Fauna & Flora International**

### Corporate Partnerships Technical Manager Terms of Reference and Background Information

Fauna & Flora International  
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Website: [www.fauna-flora.org](http://www.fauna-flora.org)

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## **Background to the organisation**

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Fauna & Flora International (FFI) is one of the world's leading international conservation organisations, dedicated to conserving threatened species and eco-systems around the globe. Founded in 1903, the organisation has a proud history of achievement. It has been a driving force in establishing much of today's global conservation infrastructure - including The World Conservation Union (IUCN), the Red Data Books, TRAFFIC and CITES - and was instrumental in focusing world-wide attention on the plight of endangered species. In 2003 FFI celebrated its hundredth anniversary and launched an appeal to raise the funds required to increase conservation work on the ground.

FFI has an unparalleled reputation for delivering sustainable solutions that reconcile the needs of both wildlife and local communities. The development of local partnerships is central to its approach. With success in the field generating increased demand for FFI's services, the organisation has recently undergone a period of rapid growth. The current portfolio comprises of several hundred projects, encompassing more than 60 countries world-wide.

FFI's headquarters are in Cambridge, and it also has offices in Spain and San Francisco, USA and regional offices at key locations to support local programmes. In addition to its core team based in the UK, the organisation has a growing number of in-country field staff, combined with a network of associated consultants.

FFI is a registered UK charity. The US branch of FFI was established in 1984 and registered as a Not for Profit Organisation with 501 (c) 3 status, which allows charitable giving with tax incentives. Both FFI and FFI-US are governed by Boards of Trustees.

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## Background to role

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### **Bridging business & biodiversity**

Fauna & Flora International works with the private sector to try to ensure that business activities are not undertaken at the expense of biodiversity. Such partnerships, be they with local business initiatives or multinational companies, offer tremendous scope to influence corporate behaviour and increase environmental responsibility. By harnessing the potential of the private sector, Fauna & Flora International encourages sustainable development among companies for whom natural resources are a key component of their business.

We operate at three levels with businesses: with the influencers of business such as governments, the finance sector and intergovernmental organizations to ensure they adequately address biodiversity issues and thus promote change through the private sector; directly with businesses whose operations can significantly impact on wildlife areas and species; and with small and medium sized enterprises to help them minimize their impacts on biodiversity.

We are seeking an individual with a strong conservation background with the ability to think laterally and creatively and adapt this knowledge to work in partnership with companies to help them avoid and minimise impacts on biodiversity. The role will provide technical support to our existing and developing corporate partnerships.

### **APPLICATION PROCESS**

Applications consisting of a short covering letter, full CV and contact details for two referees, should be received at the address below by 7<sup>th</sup> July 2007.

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Website: [www-fauna-flora.org](http://www-fauna-flora.org)

Please copy applications also to [Annelisa.Grigg@fauna-flora.org](mailto:Annelisa.Grigg@fauna-flora.org)

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## Job Description

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**JOB TITLE:** Corporate Partnerships Technical Manager (one year post)

**DEPARTMENT:** Corporate Affairs

**LOCATION:** Cambridge, UK

**RESPONSIBLE TO:** Director of Corporate Affairs

**RESPONSIBLE FOR:** No direct reports

**PURPOSE:** The provision of technical support to FFI's current and future portfolio of corporate partners.

**MAIN DUTIES:**

1. Project management of a range of projects aimed at integrating biodiversity considerations into business practice. This includes project planning, technical delivery and financial management.
2. Plan, organise and attend site visits to undertake biodiversity risk assessments, review biodiversity site level action plans for our current and future corporate partners
3. Advise our current and future corporate partners on approaches to understanding and managing biodiversity related impacts including advising on biodiversity policy and strategy and the development of key tools to identify, manage and monitor biodiversity impacts
4. Work with FFI's regional teams to identify and track emerging private sector issues which have a clear impact on biodiversity and to identify our role in addressing them
5. Work with the Director of Corporate Affairs to develop new partnerships with the private sector in line with FFI's vision and mission
6. Other support roles to the corporate team and other parts of FFI as appropriate

## TERMS AND CONDITIONS:

**Salary:** Technical II £19,865-£28,698

**Benefits:** FFI provides access to a stakeholder pension.  
25 working days annual holiday entitlement plus Public/Bank Holidays plus non-Public holidays between Christmas and New Year's Day.

**Hours of Work:** This is a full-time position, working Monday to Friday from 9.00 to 5.30pm, with a one-hour lunch break.

## PERSONAL SPECIFICATION:

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"><li>• Masters or PhD in a biodiversity related subject (Zoology, ecology, botany, environmental studies)</li><li>• At least four years experience of working on conservation issues in a developing country context</li><li>• Expertise in biodiversity action planning, monitoring and impact assessment in the field</li><li>• Ability to develop simple tools and guidance to aid biodiversity management</li><li>• Strong project management skills with experience in project planning, financial management and reporting</li><li>• Strong communications (written and verbal)</li><li>• Strong negotiating and influencing skills</li><li>• A track record in securing project finance and strong proposal writing skills</li><li>• Good team player with the ability to also work well under their own initiative</li></ul>	<ul style="list-style-type: none"><li>• Expertise in biodiversity focused risk assessment and action planning</li><li>• French or Spanish</li><li>• An understanding of and experience of working in or with NGOs</li><li>• Experience of corporate environmental management systems and environmental impact assessments gained in an international environment</li><li>• Expertise in one or more of the following sectors; finance sector, food and drink industry, agribusiness, oil and gas or mining</li></ul>