



**Why we are here**

To stop the degradation of the planet's natural environment and to build a future in which humans live in harmony with nature.

[wwf.org.au](http://wwf.org.au)

# Job Description

**WWF-Australia**

ABN 57 001 594 074

<b>Department</b>	Conservation
<b>Unit/team</b>	Healthy Land and Seascapes
<b>Job matrix group</b>	WWF Conservation
<b>Job matrix level</b>	6
<b>Job title</b>	Restoration & Protection Project Coordinator
<b>Reports to</b>	Landscape Restoration Project Manager
<b>Direct reports</b>	Nil
<b>Location</b>	NSW Northern Rivers Region or WWF Brisbane Office
<b>Job type</b>	Full Time Fixed Term Contract
<b>Contract Period</b>	2 years
<b>Hours per week</b>	38
<b>Approval</b>	People and Culture Director
<b>Approval date</b>	01/04/2021
<b>Organisational context</b>	<p>For over 50 years WWF has been a leading voice for nature. We are the world's largest conservation organisation, working in 100 countries and with over 5 million supporters. WWF-Australia is the 7th largest member of the WWF Network. We work with governments, businesses and communities on environmental issues with a single mission: to build a world where people live and prosper in harmony with nature. We have our foundation in science and we work towards a sustainable planet, striving to conserve biodiversity in Australia and throughout the Oceania region. Behind the scenes of our on-ground conservation projects are teams of scientists, policy and communications experts, lawyers and other specialists, all supported by our regional and national staff members. WWF-Australia does not engage in activities that support political parties, seek to persuade members of the public to vote for or against particular candidates or parties in an election, participate in party political demonstrations, or distribute material designed to underpin a party political campaign.</p>
<b>Department context</b>	<p>WWF-Australia's strategy requires all staff to support the delivery of our conservation objectives across the following strategic priorities: Conserve Nature with Equity, Return the Climate to a Stable State, Support Planet Friendly Food, Save Threatened Species, Protect our Marine Life and Engage Millions as Active Stewards and Investors of Nature.</p>
<b>Purpose of job</b>	<p>The Landscape Restoration and Protection team partners with individuals and organisations to restore and protect Australian water, soil, local and global climates and Australian fauna and flora. The position supports landscape restoration and protection opportunities that benefit people and nature in priority landscapes including areas affected by the 2019-20 wildfires. The position tests innovative approaches to integrate climate resilience and adaptation into restoration and regeneration strategies.</p>



### **Key accountabilities**

- Collating spatial data and GIS mapping and analysis of projects across the Landscape program
- Undertaking spatial prioritisation of sites for large scale direct seeding and tree planting, regeneration and protection projects in the key landscape areas
- Preparing mapping for project planning and reporting, communications and fundraising
- Collating and analysing quantitative and qualitative monitoring data across restoration projects, to inform project adaptation and impact reports.
- Ensuring monitoring data collected by project proponents is consistent and best practice eg. Provide monitoring templates where required
- Supporting collection/analysis of koala and other species data
- Assisting with development of projects through the PPMS process, eg research for concept notes, development of workplans, monitoring frameworks, risk management etc.

### **Job level responsibilities**

- Contributes to strategic and/or operational planning, systems, processes, delivery and reporting.
- Complies with legislation and standards, policies and practices, particularly Advocacy with Excellence, Information Security, health and safety, child protection, prevention of sexual exploitation and abuse, security, sustainability, Information Security, and equal employment opportunity.
- Aligns own work with WWF's mission, Guiding Principles, Brand and Values
- Seeks approval from the CEO for international travel.
- Performs budget administration, risk and quality management, and reporting.
- May supervise volunteers/interns ensuring aligned performance, motivation and recognition.
- Represents WWF as a functional expert within discipline, as a spokesperson and presents to groups
- Applies and adheres to the WWF Standards of Conservation Project and Program Management and WWF's Ways of Working.

### **Relationships & communications**

Team-working is WWF's preferred way of working requiring positive and constructive relationships across the organisation. Key relationships include:

- Scientists and scientific organisations.
- NGOs, community and Indigenous groups.
- Government at various levels.
- Landholder groups including graziers and farmers.
- Private sector.
- WWF donors and supporters

### **Job Challenges**

- Securing support and action among key decision-makers and land managers for saving and growing trees in response to the bushfires.
- Ensuring integration across WWF's multiple priorities to deliver optimal organisational outcomes.
- Trialling innovative methods for cost-effective large-scale landscape restoration, such as direct seeding from vehicles and drones and other emerging technologies.
- Anticipating media, supporter and community reaction to issues and tailoring positions to leverage opportunities and achieve positive outcomes.
- Securing donor confidence whilst ensuring agility in programmatic planning.



**Essential selection criteria**

- Demonstrated advanced expertise in Geographical Information Systems (GIS) in conservation planning.
- A track record in project coordinating forest landscape restoration initiatives, including spatial prioritisation, impact assessments, monitoring, analysis and reporting.
- Experience in multi-disciplinary stakeholder management, such as supporting partnerships with farmers/graziers, landcare groups, government land management & conservation agencies.
- A working knowledge of forest/land carbon sequestration & abatement.
- A working knowledge of techniques for revegetation with assisted natural regeneration, protection of regrowth vegetation, tree planting, drone- or vehicle-based direct seeding, regenerative agriculture & carbon farming.
- Experience working in a cross-cultural environment & the cultural context when working with Aboriginal & Torres Strait Islander or other Indigenous peoples.
- Excellent interpersonal, written & verbal communications skills, with an ability to communicate research findings & technical concepts to scientific & lay audiences.
- An ability to work constructively in a flexible team-based environment.

**Desirable selection criteria**

- Knowledge of conservation project management principles (i.e. Open Standards for the Practice of Conservation).
- Experience in grant writing, and/or contributing to funding proposals and concept briefs.
- Understanding of species conservation issues and policy frameworks.
- An understanding of, & support for, workplace sustainability principles.

**Credentials**

Tertiary qualifications in nature conservation, environmental management, landscape restoration, and/or equivalent experience

**Job requirements**

- Employment background checks.
- After hours work on infrequent occasions.
- Interstate/international travel infrequently and with advance notice.
- Remote field work which may involve camping and overnight stays.
- Remote first aid, or willingness to acquire certification.
- Australian Drivers Licence

**How to apply**

Applicants can apply via <https://www.wwf.org.au/about-us/jobs-at-wwf> Only those applicants applying online via the eRecruitment System will be considered.

Please include the following two attachments: (1) a cover letter/statements against the selection criteria and (2) your resume (CV), including two referees. Please name your documents with your last name and first name in that order