Job Description

Job Title: Reef Resilience Project Manager
Job ID: 11260
Location: DC Metro Area
Full/Part Time: Full-Time
Regular/Temporary: Regular

OFFICE LOCATION
* Office Location for this position may be flexible

ABOUT US
The Nature Conservancy is the world’s leading conservation organization, working in all 50 states and more than 33 countries. Founded in 1951, the mission of The Nature Conservancy is to preserve the plants, animals and natural communities that represent the diversity of life on Earth by protecting the lands and waters they need to survive.

ESSENTIAL FUNCTIONS
As part of the Global Marine Team’s Reef Resilience Project Team, provide technical and managerial support to the NOAA-TNC partnership whose shared goal is to effectively conserve valuable coral reef ecosystems in the United States, the Caribbean and Pacific Islands through conservation science and planning, on-the-ground implementation activities, monitoring, and measuring success.

The Reef Resilience Project Manager works with the Reef Resilience Project Director, Project Coordinator and TNC Field staff to implement the Program’s global reef resilience activities and to manage elements of the overall National Partnership between The Nature Conservancy (TNC) and NOAA’s Coral Reef Conservation Program (CRCP). This Partnership will begin in October of 2009 and continue for four years.

S/he will play a key role in implementing Reef Resilience Capacity Building activities, including the development and implementation of new approaches to capacity building among coral reef managers throughout the world, translating new coral reef science and management applications into easily accessible management guidelines, and strengthening and expanding reef and MPA manager peer networks and learning opportunities to support comprehensive reef management. S/he will help to develop and implement training of trainers programs, facilitate manager learning exchanges, develop and implement innovative communication and learning tools, track and report on progress in the field, and help update the Reef Resilience Toolkit on an annual basis.

His/her overall project management responsibilities will include maintaining strong collaborative relationships with the NOAA CRCP staff, ensuring reporting requirements for projects are met for the Partnership overall, and that TNC field project managers are well informed of their responsibilities and obligations as recipients of funding through the National Partnership. S/He will represent the Global Marine Team and the National Partnership within the Conservancy and at regional/national meetings.

S/he is supervised by the GMT MPA Scientist who serves as the Project’s Director.

PRIMARY RESPONSIBILITIES:
• Manage the annual work plan, budget, and reporting processes for the NOAA Partnership and ensure a high quality and timely submission.
• Maintain effective communication between the Global Marine Team and TNC field programs, as well as between TNC and the NOAA CRCP.
• Provide technical guidance to field staff and partners focused on coral reef conservation.
• Enhance the Resilience Practitioners Network through a variety of innovative communication tools (e.g., webinars, virtual social networking) and learning approaches.
• Contribute to development of curriculum and implement training programs for MPA professionals as well as “train the trainer” programs
• Facilitate peer-learning exchanges among coral reef managers from diverse backgrounds.
• Contribute to maintenance and implementation of a virtual training program (online course) for managers
• Assists with content and structural updates to the web-based Reef Resilience Toolkit (www.reefresilience.org).

BASIC QUALIFICATIONS
• Graduate degree in marine science-related field and 2 years related experience or equivalent combination of education and experience.
• Experience managing complex or multiple projects, including staffing, workloads and finances under deadlines
• Experience synthesizing, interpreting and communicating scientific information and preparing reports on findings.
• Experience working with Microsoft Office Suite Software

ADDITIONAL JOB INFORMATION
REQUIRED KNOWLEDGE AND SKILLS:

- Graduate degree in marine science-related field and 2-4 years related experience with a coral reef conservation focus or equivalent combination of education and experience.
- Managing complex or multiple projects, including staffing, workloads and finances.
- Knowledge of tropical marine resources and their conservation needs.
- Knowledge of current trends and practices in coral reef conservation and climate change at regional and global scales.
- Ability to collect, manipulate, analyze, and interpret scientific data and prepare reports of findings.
- Ability to synthesize, interpret and communicate scientific information to influence conservation practice.
- Managing time and diverse activities under deadlines while delivering quality results.
- Working knowledge of common software applications (e.g.; Word, Excel, Web browsers, Access, Sharepoint) and ability to use provided computer technology to enhance the quality of work.
- Communicating clearly via written, spoken and graphical means in English. Spanish fluency is desirable.
- Peer reviewed publication record.
- Experience developing and implementing training programs.
- Experience working with large and small NGOs in international settings.
- Ability to work within a decentralized team environment.
- Able to complete independent tasks as assigned.

WORKING CONDITIONS/PHYSICAL EFFORT:

- Ability to work effectively under pressure and meet deadlines
- Work typically requires only minor physical exertion and/or physical strain.
- Fieldwork involving snorkeling and SCUBA
- Ability to travel extensively to off-site meetings and internationally for up to 30% of the time. Travel will occasionally occur on weekends.

Position Duration:
* This is a term limited position that ends September 20, 2012 unless extended by TNC

BENEFITS

The Nature Conservancy offers competitive compensation, excellent benefits, flexible work policies and a collaborative work environment. We also provide professional development opportunities and promote from within. As a result, you will find a culture that supports and inspires conservation achievement and personal development, both within the workplace and beyond.

HOW TO APPLY

* Please submit resume and cover letter as one document.
* All sections of online application must be completed (e.g. work experience and education, even if information is included in resume) to be considered for a position.
* Application Deadline: Aug 17, 2009

EOE STATEMENT

The Nature Conservancy is an Equal Opportunity Employer.