



Job Description for a Conservation Enterprise and Development Officer in Simanjiro with the Tanzania People and Wildlife Fund

Position: Conservation Enterprise and Development Officer

Work Station: Noloholo Environmental Center, Loibor Siret / Simanjiro District

Type: Contractual Basis

Reporting to: TPW Director of Programs

The **Tanzania People and Wildlife Fund (TPW)** is a Tanzanian non-profit working to conserve wildlife, protect their natural habitats and to promote community development through innovative strategies that emphasize coexistence with the natural world. The main objective of its newly emerging Conservation Enterprise Program is to help rural community members and entities pursue environmentally-friendly business enterprises that deliver both economic and ecological benefits in the Maasai Steppe of Tanzania.

Responsibilities of the Conservation Enterprise Program Officer include:

- Oversight, coordination and management of the Conservation Enterprise program including local fundraising and grant writing responsibilities
- Provision of educational and outreach support to individuals and entities pursuing environmentally-friendly business ventures in the Maasai Steppe
- Coordination with TPW's Conservation Education Program Officer on adult education programs, specifically providing follow-up support to course participants in the areas of small business development and environmentally-friendly community development initiatives
- Management of environmentally-aware small business loans when appropriate
- Working in collaboration with community members and relevant government authorities to develop economic incentives and legal outlets for environmental and wildlife conservation initiatives
- Organizing and delivering training seminars and workshops for different target groups that raise awareness of environmentally-friendly business opportunities in cooperation with TPW's Conservation Education Program Officer
- Supporting the development and implementation of educational material on environmentally-friendly business opportunities in cooperation with TPW's Conservation Education Program Officer
- Liaising with the relevant authorities regarding project activities
- Informing TPW staff on a regular basis regarding program development, writing regular and timely reports on the project efforts, and participating in media outreach via blogs, news articles etc.
- Additional responsibilities will develop as the program progresses. The Conservation Enterprise Program Officer should be a team player, committed to the overall mission of TPW and willing to accept general tasks as related to the overall activities of the organization.

For this position, TPW is seeking a highly motivated, energetic and enthusiastic individual, ideally originating from one of the villages in Simanjiro district.

Your skills and qualifications:

- Applicants must have completed a Masters degree in business and/or community development and have relevant experience in an environmental or wildlife conservation related field
- Fluency in both written and spoken English and Swahili, ability to speak Maa not essential but preferred
- Extensive knowledge/training in small business development including an understanding of the policy, legal and technical arenas related to this work
- Diplomatic skills and the ability to work under difficult circumstances
- Proficient computer skills for using Microsoft Word, Excel, Access, email and internet programs.
- Valid driver's license, ability to navigate motorcycle and 4WD vehicle on off-road terrain
- Willingness to learn and take part in training programs offered by TPW

What TPW offers:

- On the job training by TPW
- Working in close collaboration with the TPW team
- Employment by TPW, salary commensurate with experience level
- Basic food and lodging at the Nolocho Environmental Center
- Possibility of further scholarship for Ph.D. studies based on individual performance

Additional Terms: This position is based in Simanjiro district and will require significant travel and overnights in difficult conditions during project implementation. On principle as a field-based organization, TPW does not pay overnight or sitting allowances for fieldwork. The Conservation Enterprise and Development Officer must be available to travel, ready to work with rural communities and enjoy living in the bush for extensive periods of time.

If you think you meet the above criteria, please send your application letter, along with a CV, certified university transcripts and two letters of recommendation to the following address (**email is preferred, keep files below 2MB**):

Email info@afprw.org with the subject:
Conservation Enterprise and Development Officer

Or mail to:

Executive Director
Tanzania People and Wildlife Fund
Box 11306, Arusha

Closing Date: October 31st 2012
Interviews will be held in Arusha between November 5th – 15th.
Position to Commence in mid January 2012.