海洋项目协调员（北京）

Marine Programme Coordinator (Beijing)

Function:
The post holder’s role will be supporting within China on the delivery of the Sea Ecoregion Support Project (YSESP) working collaboratively with WWF Japan, Hong Kong and other key regional partners. The role will also include assisting the development of WWF CPO’s fishery and aquaculture work, including working on pc footprint issues, wrapping up demonstration projects and disseminating conservation achievement to appropriate stakeholders.

Main Responsibilities:

1. Contribute to the conservation of the Yellow Sea Ecoregion by supporting implementation of Yellow Sea Ecoregion Support Project (YSESP) and by-developing and implementing the post-YSESP work plans in China. Tasks include coordinating and attending relevant forums, workshops and study tours with partners both at home and abroad; facilitating the development of network of marine protected areas conservation results; promoting conservation models; developing new projects and raising funds.

2. Represent WWF CPO in the cooperation with existing partners in the field of conservation, particularly UNDP/GEF Yellow Sea Large Marine Ecosystem Program.

3. Assist the development of CPO Fisheries & Aquaculture Strategic Plan in contributing to the accomplishment of WWF’s conservation goals on fishery and aquaculture.

4. Help identify and engage key stakeholders from public and private sectors to help CPO reach conservation goals in the field of marine conservation, fisheries and aquaculture.

5. Ensure the technical quality of all marine projects with a responsibility for planning, budgeting, reporting, communicating to donors and overseeing the work parties.

6. Communicate to stakeholders on marine conservation messages through use of reports and publications as appropriate.

7. Perform other tasks as requested by the Marine Programme Manager.
Supervision:
Possible consultants.

Working Relationship:

1. **Internal**: Report to the Marine Programme Manager. Allocate 100% staff to YSESP until September 2014 and 100% staff time on the post-YSESP work to YSE's biodiversity, fisheries and aquaculture issues. Work closely with Group Leader in WWF Japan and WWF Hong Kong. Work closely with Smart Fish Initiative and Market Transformation Initiative teams. Contact staff from communication, Business & Industry team, marketing, finance and administrat departments regularly.

2. **External**: Maintain good relationship with donors, build and maintain go relationship with partners and stakeholders, including government and regio institutions.

Qualifications:

1. At least Master degree in fishery, aquaculture, marine/aquatic ecology, c discipline is required.
2. Work experience in project proposal development, management, report writi contract management is preferred.
3. Experience in building partnerships with government, private sector, acd NGOs and communities are preferred.
4. Good computer skills in using Word, Excel, PowerPoint and database softwa
5. A high degree of personal integrity and commitment to conservation.
6. Good and experienced coordination, communication and interpersonal skills
7. Ability for teamwork and partnership development.

Contact information:

- Candidates should send a cover letter, CV in English and Chinese to hr@wwfchina.org.
- Please indicate the applying position in title, salary expectation and JE resources in Email and send then in attachment.
- Application deadline: 31st, May, 2013