

## POSITION DESCRIPTION

### IUCN SSC Wild Pig Specialist Group Programme Officer

**Reporting to: Chair of the IUCN SSC Wild Pig Specialist Group**

**Expected start date: ASAP**

**Application deadline: 08/09/2023, 12:00 CET**

**Conditions: on project basis, 10h/week, initially for 6 months, remote working possible, salary range depending on location of the applicant**

**Please send your application documents (CV, motivation letter, certificates/references) to [rode-white@koelnerzoo.de](mailto:rode-white@koelnerzoo.de).**

### Background

The International Union for Conservation of Nature (IUCN) is the world's oldest and largest global environmental organisation, with more than 1,400 government and conservation NGO members worldwide. The Species Survival Commission (SSC) is a global network of more than 8,500 invited volunteer experts who contribute data and expertise to helping the world understand and prioritise species conservation needs. These experts work for many different conservation organisations such as universities, field conservation NGOs, governments, zoos, aquariums, and botanic gardens. They are organised into more than 175 Groups, focused on taxonomic, geographic, or disciplinary priorities for species conservation, and are supported by the SSC Chair's office staff and a partner-based network of Centers for Species Survival staff teams. The overall aim of these SSC Groups is to advance the understanding and long-term conservation of the species in their remit and their environments worldwide and the recovery or restoration of populations and ecosystems where feasible. To achieve this, the groups work across three main pillars: Assess, Plan and Act.

The IUCN SSC Wild Pig Specialist Group currently has 51 active members and encompasses 18 species of wild pig, 10 of which are considered as threatened on the IUCN Red List. Apart from the threats of habitat destruction and hunting, African Swine Fever is currently a big concern, especially for disease-naïve pig species in Asia. The group uses the One Plan Approach for their conservation activities, and members lead important projects all over the world. The group's newsletter, "Suiform Soundings," is published twice a year.

The IUCN SSC WPSG Programme Officer would work to advance the priorities and programs of the WPSG. This project-based role will work closely with the Specialist Group Chair. The Program Officer may support the Group and may support Specialist Group coordination and facilitation. Responsibilities include collecting, assembling, and analysing various types of data, assisting in the production of reports and workshop preparation, supporting partnership development and delivery, and participating in strategic fundraising.

### KEY AREAS OF RESPONSIBILITY

Working closely with the Leaders and the Members of the WPSG, this role will work to:

- Strengthen the conservation outcomes of the WPSG, specifically through administrative support, program management, and delivery of priority targets for the conservation of our species.
- Build engagement and participation of the Members of the WPSG in key activities.
- Expand resources and partner support for the targets and projects of the WPSG.
- Drive efforts to communicate the work and priorities of the WPSG to diverse audiences.

### SPECIFIC DUTIES DURING PROJECT DURATION

**Strengthen the conservation outcomes of the WPSG, specifically through administrative and program management support to the leadership and members in achieving priority targets for the conservation of all taxa**

- Assist the chair by starting to develop a Conservation Needs Assessment and Planning Strategy for all species.
- Help to plan, coordinate and deliver activities to counter the threat of African Swine Fever
- Assist with administration and data management.

**Build engagement and participation of the Members of the WPSG**

- Facilitate regular communication with Specialist Group members and the WPSG committee members, build strong relationships and an excellent rapport to help encourage engagement and responses to requests for collaboration.
- Help to maintain active membership and inclusion of all members in activities by providing regular and varied options to communicate and exchange, e.g., develop a system for regular meetings, organise and create opportunities to exchange expertise and network in order to connect, and create synergies.
- Assist with the appointment of new Specialist Group Members from varied backgrounds and ensure that contact details of Members are up to date for effective communication.

**Expand resources and partner support for the targets and projects of the WPSG.**

- Identify opportunities for partnership, donor and/or grant support towards the priority efforts of the Specialist Group. This involved writing a fundraising plan together with the chair, identifying funding sources, and could further involve grant writing, relationship cultivation, donor management, and reporting.

**Drive efforts to communicate the work and priorities of the WPSG to diverse audiences**

- Encourage and help the Specialist Group disseminate news of our work widely, through, e.g., our website, Suiform Soundings, social media, news stories, and linking to events/days/topics regionally, nationally and internationally.
- Assist with developing, editing, reviewing, updating and publishing formal, programmatic and communication documents on behalf of the Specialist Group.

The above job description contains the main duties and responsibilities for this position. However, in an organisation such as the SSC, this position is expected to show flexibility in their approach to work and be willing to undertake other tasks that are reasonably allocated to them but which are not part of their regular job description.

## REQUIREMENTS

- University degree (Bachelor or advanced level) in, e.g., conservation biology, zoology, botany or ecology. Other may be acceptable (media, fundraising).
- Preferably a minimum of 2 years of relevant work experience.
- Broad knowledge of biodiversity conservation issues; willingness and ability to learn quickly about specific topics in relation to the conservation of Suidae.
- Preferably experience with fundraising.
- Strong technical writing skills.
- An excellent command of English, both written and spoken (additional language skills desirable).
- Personal commitment to species conservation and the objectives of IUCN SSC and the Specialist Group.
- Offers new solutions to problems; demonstrates an 'outside the box' attitude; takes an interest in new ideas and new ways of doing things.
- Ability to cope with varied workloads and flexible working hours and to work independently.