**Temporary Monitoring & Evaluation Support Officer**

**WWF-Pacific**

We are seeking to recruit a temporary Monitoring & Evaluation Support Officer for WWF-Pacific to assist in carrying out tasks in the absence of the Monitoring, Evaluation and Fundraising Coordinator for the next six (6) months.

**Location:**

WWF-Pacific, 4 Ma’afu Street, Suva, Fiji.

**Duration:**

This is a 6 months contract with stipulated conditions.

**Terms of Reference (TOR)**

Please refer to attached TOR for more information.

**What you need:**

**Required Qualification, Skills and Competencies**

* Bachelor’s degree in social and/or environmental science.
* At least three to five years experience in a civil society organization within the Pacific Island region, with a background in conservation.
* Good organisation skills, people skills and attention to details. Good understanding of conservation is a big plus.
* Knowledge of the network standards and experience of training staff on the standards, implementing the standards, and monitoring and evaluation of the standards.
* Experience engaging with the WWF network.
* Demonstrated ability in project management, particularly in relation to conservation.
* Demonstrated ability to work both independently and in a team, particularly in the implementation of cross-country activities and projects.
* Proven ability to work effectively with a range of partners.
* Excellent communication skills, fluency in both written and spoken English and Fijian. An understanding of Hindi is also advantageous.
* Complies with all WWF-Pacific policies and procedures and statutory obligations as amended from time to time.
* Complies with all occupational health and safety, security child protection and equal employment opportunity initiatives to contribute to a safe, healthy, equitable and ethical workplace.
* Works in accordance with management directions.
* Adheres to WWF’s values, which are: *Knowledgeable, Optimistic, Determined and Engaging.*

**How to Apply?**

Email a cover letter and CV with the subject line **‘Temporary Monitoring & Evaluation Support Officer’ to:** ppo.hr\_recruit@wwfpacific.org

**Deadline for applications: Friday, 25th July 2014**

*WWF is an equal opportunity employer and committed to having a diverse workforce.*