

## **Job Advert: Program Manager, Reforest Africa, Tanzania – deadline 15/08/2021**

### (1) Introduction to Reforest Africa

#### *Vision & status*

Reforest Africa's vision is to see native forests recovering across Africa, with a mission to develop and implement state-of-the-art techniques for ecological restoration, biodiversity conservation and monitoring of African forests for wildlife and people. Reforest Africa is registered under the Tanzania Non-Governmental Organisations Act (I-NGO/R/0826) and overseen by a charity of the same name registered in England (charity number 1185419).

#### *Strategy*

We develop and implement novel, community-centred activities for conserving and restoring native African forests for the benefit of wildlife and people. Our grant-funded work is both scientific and practical, discovering new approaches for saving and growing forests at the same time as applying them to forest landscapes in need of help. Hence, our work is divided approximately equally between forest restoration and management, and training and inspiring local people to care for trees and find ways to use them sustainably, to boost their income and livelihoods. We plant trees, but where possible, we prefer to encourage natural seed germination and nursing of seedlings, through weed clearance, planting shade trees, encouraging seed-dispersing animals, and preventing unnatural fires.

#### *Projects*

Currently we are involved in six projects from our office in Mang'ula, Kilombero District. Firstly, we manage the high biodiversity Magombera Nature Reserve (also known as Magombera Monkey Forest, [www.magombera.com](http://www.magombera.com)), in partnership with the Tanzania Forest Conservation Group and Tanzania Forest Service Agency. Our second project is developing and initiating a strategic plan for forest restoration across Iringa and Morogoro Regions. Associated with these two projects, we also plan to establish the Udzungwa Botanic Garden as a regional centre for tree conservation and forest restoration information and training. We also act as the in-country partner for three world-leading scientific projects addressing forest ecology and management for benefitting nature and human wellbeing. The FoRCE project (University of the Sunshine Coast and partners) aims to understand how forest recover from disturbance, and how this can be managed. The Agrisys and CORRESTOR projects (Newcastle University and partners) aim to understand the interactions between biodiversity, crops and human wellbeing, for planning forest restoration intervention.

#### *Achievements*

- Spearheaded successful establishment of Magombera Nature Reserve in 2019, through reacquisition of 25km<sup>2</sup> of high biodiversity forest.
- Planted more than 100,000 trees comprising more than 40 species.
- Forest conservation taught to more than 6,000 school children.
- Around 10,000 villagers reached by our work, directly or indirectly.
- Partnership agreements with four villages and allied private, government and partner organisations in-country and overseas.
- Our Udzungwa Forest Project has received four awards.
- Our work led to the discovery of a new species of tree.
- Our work has inspired six children's books by three different authors.

For more information on Reforest Africa, see our website, [www.reforestafrica.com](http://www.reforestafrica.com).

## (2) Position Description

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| <i>Job title</i>                        | Tanzania Program Manager  |
| <i>Term</i>                             | 30 months, with 6 month probation   |
| <i>Salary (gross)</i>                   | US\$20,000 per year   |
| <i>Location</i>                         | Mang'ula, Kilombero District, Morogoro Region   |
| <i>Direct report</i>                    | Governing Board (Country Secretary, Director, Senior Technical Advisor)                   |
| <i>Line management responsibilities</i> | Project Manager, Forest Restoration Assistant   |
| <i>Other key working relations</i>      | Finance and Administration Manager  |
| <i>Background</i>                       | Environmental project management, Forest management, Conservation, Community development. |

### *Role summary*

We are appointing a senior full-time Program Manager, who will report directly to senior management and will oversee all of our projects in Tanzania. Under the contracted 30-month period, the appointee will also be managing a new project funded by "Fondation Franklinia" ([www.franklinia.org](http://www.franklinia.org)), aiming to develop and initiate our strategic plan for forest restoration across the Greater Udzungwa-Kilombero Ecosystem, a 53,000km<sup>2</sup> landscape across Iringa and Morogoro regions. This work will also link with our existing project funded by Rainforest Trust, managing and restoring the Magombera Nature Reserve. The appointee will be supported by senior management, including our Director and a Senior Technical Advisor, based overseas, and by our Country Secretary, based in Morogoro. We also expect the role to continue beyond the 2.5 year period, but this is dependent on fundraising and on the success of the appointee in fulfilling project and program objectives.

### *Principal objectives*

The appointee will:

- (1) oversee the implementation of all projects;
- (2) establish the Udzungwa Botanic Garden and seed-storage laboratory;
- (3) develop a strategic plan for the restoration of the Udzungwa-Kilombero biodiversity hotspot, including a sustainable financing strategy and new fundraising;
- (4) engage local communities and other strategic stakeholders to build support for forest conservation and restoration;
- (5) support ongoing conservation and restoration of Magombera Nature Reserve;
- (6) supervise the Magombera Nature Reserve Project Manager and his project team, and any new project teams recruited during the contract period;
- (7) lead the recruitment of all new staff;
- (8) manage maintenance and security of all NGO assets and equipment;
- (9) assist senior management in building NGO sustainability and infrastructure;
- (10) assist senior management in preparation of NGO administrative documents;
- (11) assist senior management in communicating the work of the NGO across Tanzania;
- (12) assist senior management in annual NGO reporting.

### (3) Selection Criteria

#### *Essential Criteria*

- Relevant BSc degree in a subject area relevant to conservation, ecological restoration or native forest/environmental management.
- At least 5 years professional experience of biodiversity conservation in Tanzania, including at least 2 years project management experience.
- Passionate and knowledgeable regarding native forest and threatened species conservation, management and ecological restoration.
- Proven communication, interpersonal and leadership skills, in relation to community engagement, government, senior management, international project partners and other conservation stakeholders.
- Proven ability to organise time, solve challenges and make sensible judgements.
- Strong team player, able to both lead and follow instruction.
- Fluent spoken and written English, to a level sufficient for preparation of lengthy reports without major grammatical errors.
- Experience in preparing reports for donors.
- Experience in project budgeting and accounting.
- Experience in NGO management and legislation.
- Analytical and evaluation skills.
- Experience in ecological and socio-economic survey.
- Proficient use of Microsoft Word, Excel and Powerpoint.
- Willingness to work and be based in Mang'ula village, a remote rural setting.

#### *Desirable Criteria*

- Relevant Masters degree.
- Experience in program management.
- Experience of silviculture practices and collecting/processing botanical samples.
- Experience in writing grant proposals.
- Knowledge of SMART monitoring methods.
- Experience in conducting and presenting scientific research.
- Experience with GIS, statistics, Miradi, or other relevant software.
- Driving licence and experience driving on rough roads.
- Familiarity with the Udzungwa Mountains, Kilombero Valley and broader Iringa and Morogoro Regions.
- Experience working, studying or training in other countries.

### (4) Enquiries & Applications

We are inviting applications by e-mail to [admin@reforestafrica.com](mailto:admin@reforestafrica.com) by 15<sup>th</sup> August 2021. In your application please include a cv, proof of degree grades, contact details for three professional references, and an itemised response to the essential and desirable selection criteria. If you have not heard from us within two weeks of the application deadline, please assume that your application has not been shortlisted. Enquiries can be sent in advance to Dr. Andy Marshall or Dr. Deo Shirima at the same e-mail address.