



Chyulu Hills REDD+ Project Office Senior Project Manager Job Description

Background

Maasai Wilderness Conservation Trust (MWCT) works to protect the legendary ecosystems and astounding biodiversity of East Africa through conservation that directly benefits the local communities. In pursuit of its goal, MWCT in partnership with 8 other entities (Kuku A Group Ranch, Kuku Group Ranch, Rombo Group Ranch, Mbirikani Group Ranch, Big Life Foundation, David Sheldrick Wildlife Trust, Kenya Forest Service, Kenya Wildlife Service) established the Chyulu Hills REDD+ Project in 2013. The project area is 410,000 ha and includes the Chyulu Hills National Park, a portion of Tsavo West National Park, the Kibwezi Forest Reserve and 4 Maasai community Group Ranches namely Kuku, Kuku A, Mbirikani, and Rombo.

The project partners are organised under the Chyulu Hills Conservation Trust (CHCT), the Project Proponent, and project governance is exercised by a board made up of a single representative from each of the 9 partners. MWCT was appointed by the project board to serve as the Project Office from 2017 with responsibilities including but not limited to:

- Project management and coordination
- Financial management, revenue allocation and grants management
- Communication, operations, and support towards the trust board

The project successfully went through the initial validation and two subsequent verifications under the Verified Carbon Standard (VCS) and Climate, Community and Biodiversity Standards (CCBS). This resulted to slightly over 5 million marketable credits whose sale over the years has given significant cashflows to the project and coupled with other attributes, positioned it as a flagship for REDD+ in Kenya. However, there has been notable policy, technical and market developments which are expected to have a significant impact on carbon projects over the next few years. These changes coincide with the project's revalidation and 3rd verification expected to be undertaken within the next one year.

The Project Office seeks to recruit a competent Senior Project Manager to join its senior management team that has a collective responsibility of ensuring delivery of the project office services and fostering close working relationship with the project partners and the board.

Position Summary

The Senior Project Manager shall be responsible for the day to day running of the Project Office while leading teams, coordinating partners and other stakeholders towards overall project success but with emphasis on successful project revalidation and verification in compliance with VCS and CCBS. In addition, the Senior Project Manager shall play a leading role in ensuring that the project complies with evolving national policies and regulations, continues building a positive image locally and internationally while providing tangible benefits to the local communities. This position requires a strong inter-disciplinary approach including conservation and climate science with a good understanding of REDD+ mechanism, business

organizational skills, communications, and marketing. The position shall report to the Project Office Director and jointly with other senior project office staff report to the project board.

Duties and Responsibilities

- Leading the Project Office team in implementing and coordinating of all aspects of the project in line with the strategic direction given by the project board.
- Participating in creating and maintaining a conducive working environment for the Project Office to continue attracting and retaining talented workforce.
- Planning, managing, and implementing activities leading to successful ongoing validation and verification under VCS and CCBS, including drafting and editing related technical and financial reports.
- Serving as a collaborating writer and editor of various project reports including but not limited to board reports, annual reports, donor reports and board minutes.
- Cultivating and developing new and existing strategic partnerships with key stakeholders including government agencies, public and private partners, implementing partners, collaborating partners, and communities, to achieve strategic goals and objectives.
- Representing the project at a senior level to a wide variety of audiences, including local communities and civil society, government agencies, bilateral and multilateral organisations, national and international NGOs, and private sector business partners and carbon buyers on need basis.
- Participating in local, national and international meetings on climate and carbon finance to represent and promote the project and exchange information on best practices as needed.
- Supporting Project Office staff by tracking activity deadlines and drafting or reviewing reports, project work plans and other related documents as needed.
- Participating in carbon buyer cultivation including the organisation of field visits by carbon buyers and responding to due diligence queries as needed.
- Participating in enhancing project communications by offering needed support for regular project reports, project website, social media channels, broadcast, and print media in coordination with relevant stakeholders as needed.
- Staying current on issues related to REDD+ projects and providing recommendations for adjustment to the project senior management as needed.
- Performing any other duties and responsibilities that may be assigned from time to time.

Required Qualifications

- Postgraduate degree in environmental management, natural resource management, forestry, conservation biology, sustainability, climate science, or any other relevant discipline. Additional qualification in business administration/management would be beneficial.
- Minimum of 7 years of progressively responsible experience in strategic planning and programmatic development and management of landscape-scale conservation projects or programs involving private sector/government engagement, national and

international policy related to conservation and wildlife, Nature Climate Solutions, and community-based conservation.

- Experience and understanding of REDD+, VCS and CCBS, and carbon markets. Basic understanding of carbon accounting would be beneficial.
- Multi-lingual skills and multi-cultural or cross-cultural experience with outstanding communication and presentation skills via written, spoken, and graphical means in English and Kiswahili.
- Ability to draft and edit scientific and technical reports, articles, and papers
- Excellent computer skills including competence with a range of business, office, graphics, analytical, and presentation software. Experience with GIS would be beneficial.
- Strong strategic planning, team-building and organizational development skills. Basic financial management skills would be beneficial.
- Excellent project management and coordination skills, and attention to detail.
- Experience working with local partners, with an understanding of the on-the-ground realities and challenges of project development and delivery is desired.
- Proven team player able to work effectively across cultures and within and across organizations.
- Ability, credibility, and experience to effectively engage and negotiate with senior levels of government, community level, NGOs, private sector, and bilateral and multilateral agencies.
- Kenyan citizen or legal ability to work in Kenya

Location and working conditions:

This shall be a full-time position on a contract of 2 years with a possibility of renewal for further equal periods based on performance and availability of funds. The Senior Project Manager shall be based at the Project Office in Chyulu Conservation & Research Centre (CCRC), Chyulu Hills, Kenya. Most of the work shall be office-based but some field working conditions shall also be required. The position shall also involve local and international travels on need basis.

Application:

To apply for this position please submit a resume and cover letter to: info@maasaitrust.org not later than **20th May 2024**. Only shortlisted candidates shall be contacted for interviews.

Equal opportunity:

MWCT is an equal opportunity employer and does not discriminate against any rights protected by the Kenyan law.