

National Project Officer

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Company: IUCN

Location: Nairobi

Category: computer-and-mathematical

JOB DESCRIPTION

- Oversee overall national implementation of the IslandPlas: Advancing Circular Solutions to Plastic Pollution in African Islands project in the respective country, in close collaboration with IUCN regional teams;
- Plan and ensure that adequate measures are in place for effective day-to-day project management and coordination of activities of the IslandPlas project to ensure the highest quality of outputs and outcomes in line with project workplans and budgets;
- Liaise regularly with the central coordination team led by the Regional Plastics Pollution Manager, to be based in Nairobi, Kenya;
- Provide timely project progress updates and detailed implementation information on implementation of the IslandPlas project to the National Steering Committee meetings;
- Coordinate the planning and organization of national project meetings; and create the necessary linkages and partnerships with the relevant national and sub-national institutions in country;
- Coordinate and track deliverables of in-country consultants, including ensuring necessary final approvals;
- Assess and report on project results from the country based on the relevant measurement indicators and processes in support of reporting to the donor and relevant stakeholders;
- Manage the budget and allocation of project resources, ensuring timely and accurate financial reporting in liaison with respective national and/or regional finance department/units as necessary;

- Assist in provision of relevant communication material and resources from the project to respective Regional and National Communication Officers for showcase of project results in websites and other media;
 - Identify additional funding sources to further scale up the plastics programme in the region;
 - Monitor and report on project progress by regularly informing the results monitoring matrix;
 - Represent IUCN and the project at relevant in-country partner and stakeholder meetings and events;
 - Connect and liaise with other relevant projects in the respective country and pursue synergies as necessary;
 - Perform other duties as may be assigned from time to time.
- REQUIREMENTS • EDUCATION:**
- A university degree preferably in relevant disciplines, such as, Environmental Science, Environmental Engineering, Environmental Management, Coastal and Ocean Management, Sustainability Studies, Policy and Environmental law, chemistry or related fields;
 - Professional certification or work experience in circular economy, pollution/waste management, environmental design, sustainable material management or in other relevant areas will be an added advantage.
 - Computer literacy in relation to office applications (word processing, spreadsheets, PowerPoint) use of internet and online communication tools.

EXPERIENCE:

- We're looking for an outstanding, hands-on, highly motivated, autonomous, innovative, solution oriented, results driven and resourceful individual with at least six years of proven experience in:
 - Sound expertise in project development, implementation, monitoring and reporting of environmental projects;
 - Experience in managing and implementing marine plastics-related projects/programs, which may include recycling, reuse or other repurposing, pollution prevention, working with relevant waste sector actors; or engagement in extended producer responsibility (EPR) frameworks for reducing plastic pollution;
 - Prior understanding of plastic life cycle assessment (LCA) methodologies; waste characterization techniques; and waste management infrastructure and processes;
 - Experience in working with government, NGOs, private sector, municipalities, and local community initiatives;

- Experience in managing stakeholder relations, ideally in an international organization or related setting;
- Familiarity with IUCN's prior work and tools and guidelines on plastic pollution an added advantage;
- Experienced in network development and alliance building for synergistic action;
- Must be a proactive individual committed to continuous learning and attitude towards self-development;

LANGUAGE REQUIREMENT:

- Excellent verbal and written communication skills in English, French or Portuguese as may be applicable in the respective country/project area, with ability to converse in two of those languages an added advantage.

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