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JOB VACANCY – BUSINESS DEVELOPMENT OFFICER

Reports to: Lead, Forest Landscape Restoration in Africa Initiative - WWF Tanzania Country Office, and reports indirectly to the Regional African DFCD team, and engages with the DFCD central team based in WWF Netherlands

Location: Dar es Salaam

Duration: 2 years, renewable

1. **Mission of the Initiative’s Business Development and Partnerships:** To ensure the Dutch Fund for Climate and Development ([DFCD](#)) and Forest Landscape Restoration ([FLR](#)) Africa Initiative are adequately engaged financially and have strong partnerships with governments and private donors, corporates and other stakeholders.

2. **The Scope of the Job:**

The BDO will assist with the implementation of two key programmes, DFCD and FLR Africa Initiative, for WWF Tanzania Country Office.

For the FLR Africa Initiative, the BDO will be part of the **Development and implementation team for pillar two of the initiative**. He/she will forge and maintain relationships with individuals and corporate/business donors in and outside Tanzania, with the primary purpose of sourcing unrestricted (core) and conservation programme & project funding on a sustainable basis.

For the DFCD, the BDO will focus on development, investment and partnership opportunities with the private sector that support climate adaptation and mitigation within the agriculture, forestry, water and environmental protection sectors. Emphasis will be placed on key impact themes including climate adaptation, biodiversity, Gender Equality and Social Inclusion (GESI) and Food and Nutrition Security (FNS).

In doing so identifying, providing, and catalyzing opportunities for innovation, including developing business models for bankable projects, more engagement with private sector and SMEs at landscape level.

3. **Major Duties and Responsibilities:**

The BDO has as his/her principal responsibility, the forging of relationships with the business sector to:

- Build and grow this portfolio in support of pillar two of FLR Africa initiative, its goal and its work.
- The outcome being to source both unrestricted (core) and conservation programme and project funding.
- To encourage, support, and partner in the sector's transformation towards sustainability.
- Local business and pipeline development of bankable projects in following sectors: water, environmental protection, forestry and agriculture aligned with DFCD mandate, FLR in Africa Initiative and WWF national strategies.
- Project management, including coordination, planning, implementation and reporting of DFCD and FLR in Africa Initiative.
- Build relationships with relevant partner organizations.
- Regularly monitor the implementation progress and collect data on indicators and results.
- Ensure the project is delivering results and contributing towards the objectives and strategies of DFCD and FLR in Africa Initiative.

- Support local WWF office on project origination, engagement with investees, investors and other financial institutions.
- Training colleagues in conservation departments in the region on concepts of landscape finance and bankable projects.
- Engaging with the various thematic and landscape leads in WWF Tanzania on DFCD to find opportunities and share updates and results.
- Work with the DFCD regional team to source and support a pipeline of high impact deals that meet DFCD criteria.

4. Key Performance Areas:

Primary:

- As a Fundraiser - is primarily tasked in the proactive identification and rapid acquisition of new business network partners, the retention of existing corporate network partners as well as the management of all related activities in nurturing and developing business models to grow the Business Network towards raising and securing funding for implementation of bankable projects.
- Source a pipeline green deals that meet the DFCD criteria. These will include project and corporate finance opportunities, as well as deals with financial institutions, funds and facilities.

Secondary: to assist in the identification and managing of Network businesses and other funding opportunities at landscape level.

- looking to further opportunities and access funding and donations-in-kind as well as identifying mutual benefits which may translate into market advantage for funders as well as conservation and fundraising benefits for the initiative - nature, people and climate.

4.1 Corporate Network:

- In collaboration with Resource Mobilization Manager and FLR Africa Initiative Implementation team, work closely with the Lead, in creating and implementing the pillar two of the Initiative' work plan to maximize Business development and investment for restoration to benefit people, nature and climate;
- Identify potential businesses to be targeted, proactively introduce the DFCD and FLR Africa Initiative, so as to rapidly secure new business network partners/investors and develop a pipeline of bankable projects;
- Coordinate and arrange specific events that form part of the WWF corporate membership benefits;
- Ensuring regular engagements (Meetings, Network Breakfasts, Field Trips, etc.) with interested and corporate so as to best align, schedule, manage and maintain active relations with businesses; ● Nurturing and growing the Business Network into a strong Business-2-Business platform.
- Ensuring that the members are kept abreast of each other's work and all Initiative's developments;
- Provide monthly activity and new business status reports (including income potential) and maintain accurate database records of all approaches to potential/existing supporters and businesses.
- Contribute to the corporate communication and engagement plans of the DFCD and FLR Africa Initiative;
- To look to deepen and transition Business Network relations towards the further support of the initiative in the creation of opportunities in either philanthropic (CSI Corporate Relations, & Marketing) and /or transformative (Sustainable Business) partnerships
- Assist in the development of any specific fundraising collateral that may be required in targeting existing and potential Network partners and supporters.
- Engage and collaborate with WWF network existing platforms such as BNS,, NBS Accelerator, NBS Origination platform, etc

4.2 Funding & donations-in-kind:

- Proactively secure additional financial and in-kind sponsorships for the initiative from business supporters as required.
- Assist in the development of specific fundraising collateral as required

4.3 General:

- Provide monthly activity and new business status reports (including income potential) and maintain accurate database records of all approaches to potential/existing supporters.
- Assist the Lead, FLR Africa Initiative in any and all endeavors according to its adaptive strategy to the benefit of the initiative.
- Provide weekly reports to the regional DFCD team on landscape and pipeline progress ● Support with the E&S due diligence of high potential DFCD deals
- Update and engage the WWF Tanzania management team on DFCD and DFCD related activities

5. **Skills & Experience:**

The BDO must bring a combination of project management experience and a background in finance or business corporate sustainability. Qualifications, experience and competencies required:

- Tertiary qualification in Business Development and Management, Marketing, or related field e.g, Economics, Finance or Business.
- Minimum 5 years of experience in business development, private sector finance and/or impact investment.
- Proven track record of delivery in customer engagement, marketing and/ or sales in the corporate or Non-Profit sector.
- Self-managed individual with a task orientated focus that delivers consistent outcomes.
- Knowledge and understanding of the components of corporate fundraising either business corporate social responsibility, including CSI, Marketing, Corporate Relations, License to Operate, and Sustainability is required.
- Facilitation skills, knowledge sharing, research, negotiation and diplomacy skills, which enables an understanding of the corporate and its sector orientation, networking and fundraising at the highest corporate level are required.
- Practical experience in either Account Management, Business Consulting, Knowledge Management, Public Relations, Corporate Relations, Marketing, or Business Development is preferable.
- Prior charity/NGO sector and corporate experience is a benefit but not a requirement e.
- Background knowledge of key issues (through education or prior experience) in conservation or business sustainability is highly desirable in order to facilitate engagement with business partners.
- Computer literate - good working knowledge of MS Word, Excel, PowerPoint and ability to use databases for recording and reporting.
- Knowledge of customer relationship management systems.
- Good planning and prioritizing skills to manage a varied and pressurized workload.
- Proven team player, willing to accept additional responsibility, show initiative, and proactively work to exceed targets.
- Naturally outgoing and confident personality.
- Excellent presentation and communication skills.
- Ability to network with and influence senior people both internally and externally in order to achieve a pre-defined outcome.
- Excellent interpersonal and communications skills, preferably in English. Other languages, e.g French, Portugues will be an added advantage.

How to Apply: Applications must include a complete Cover Letter & CV with full contact details of three referees with the subject line – “*BDO*” and should be addressed to the Head of People & Culture, via email to: hresources@wwftz.org by **Tuesday, 30th April 2024** at 17h00. Only the shortlisted candidates will be contacted, and the interviews will take place in Dar es Salaam. Female applicants are encouraged to apply.

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VACANCY ANNOUNCEMENT - SENIOR PROJECT OFFICER – GBF PROJECT

Reports to: Ruvuma National Landscape Coordinator with dotted line to the Conservation Manager and Senior GBF Project Manager

Coordinates: Accelerating Implementation of the Global Biodiversity Framework (GBF) through Community-Led Conservation Project in Tanzania

Duty Station: Masasi, Ruvuma Landscape

I. The Project Background and Overview

The devastating impacts of climate and nature loss are risking the lives and livelihoods of billions of people. At the same time, the world has come far in its collective efforts to reverse nature loss and address climate change. Critical progress has been made through landmark international agreements: the historic Paris Agreement and the Kunming-Montreal Global Biodiversity Framework (GBF), signed by almost 200 countries, are major breakthroughs and immense opportunities. The GBF will help galvanize global action by key players to halt and reverse biodiversity loss by 2030, whilst addressing the main drivers of nature loss.

But the GBF will only succeed if action matches commitments. This means ensuring there are sufficient, timely and accessible financial resources flowing to where they are needed, as well as ensuring that all relevant stakeholders are involved and engaged at the local, regional and global level. Engaging everyone means addressing the barriers to participation faced by some groups in society, including local communities, and ensuring the knowledge of Indigenous Peoples and Local Communities (IP&LCs), as custodians and stewards of nature, is at the center of implementation of the GBF.

The WWF global project ‘From Agreement to Action: Accelerating Implementation of the Global Biodiversity Framework (GBF) through Community-Led Conservation (CLC)’, running from 2024 to 2027, aims to put Community-Led Conservation at the heart of GBF Implementation in five countries located in five distinct and diverse sub-regions. It aligns with and seeks to implement Target 22 of the GBF, under the Convention on Biological Diversity (CBD) of ensuring the full, equitable, and inclusive and genderresponsive representation and participation of Indigenous Peoples and local communities (IP&LCs) in decision-making. The historic Framework, which supports the achievement of the Sustainable Development Goals (SDGs) and builds on the Convention’s previous Strategic Plans, sets out an ambitious pathway to reach the global vision of a world living in harmony with nature by 2050.

The project will be implemented in five mega-biodiverse countries (Papua New Guinea, Republic of Congo, Tanzania, Tunisia and Vietnam) selected because they are globally important for biodiversity, have influence in their sub-regions, provide an opportunity to strengthen the role of IP&LCs in implementing the GBF, and are actively working towards GBF implementation. The five countries will work in partnership with and across key national, regional and global actors, including national governments and civil society organisations. Project implementation will be led by these five WWF country offices in close collaboration with their local and regional partners. In parallel, the target countries and above regions work very closely with the WWF Global Policy and Public Sector Partnerships teams, ensuring a diverse collaborative partnership approach at national, regional and global level.

The desired goal that this programme will achieve is to safeguard ecosystems for nature and people through strengthening the enabling policy environment for a participatory approach to conservation of biodiversity and sustainable use of natural resources. This project will lay the foundations for ensuring full and effective participation of IPs&LCs in GBF implementation by ensuring that there is an enabling policy and institutional framework through the NBSAP. It will also create a framework for increasing financial flows for CLC for the longer term, by putting in place a National Biodiversity Finance Plan that recognizes IP&LCs as key beneficiaries of biodiversity finance. The project will demonstrate through pilots in these five countries what success looks like when IP&LCs rights and roles are recognized and when communities fully and effectively participate in implementation. Finally, the project will actively generate lessons to inform, improve and positively influence the CBD NBSAP process and GBF implementation for years to come.

II. Major Functions

The Senior Project Officer will provide the coordination, technical support, knowledge, leadership to all activities within the Tanzania component of the WWF GBF Project. The incumbent will be generally responsible for the delivery of GBF-related initiatives from the community level and the leveraging of them to the national, regional and global levels. The post-holder will be responsible for the coordination of implementation of the project workplan and budgets, in coordination and collaboration with the implementing partners, stakeholders and WWF colleagues nationally, regionally and globally. The post-holder will primarily be responsible for 1) the implementation of project activities that include support the participatory updating and revisions of the Tanzania NBSAP and other GBF-related policies, 2) leading sustainable community-led conservation initiatives principally in the Ruvuma Transboundary Landscape that contribute to Tanzania's commitments under the GBF targets, 3) the development of long-term financing strategies and innovative finance mechanisms for community-led conservation approaches, 4) strengthening and maintaining good relationships with relevant government Ministries' GBF Focal Points, 5) working closely with the WWF Global Policy and Advocacy Team at the Regional Office of Africa and WWF International to foster highlevel GBF policy engagements, 6) working closely with the WWF International Public Sector Partnerships teams, to ensure a diverse collaborative partnership approach at national, regional and global level, 7) supporting and influencing the government GBF focal points to engage stakeholders in preparation of the country positions for the subsequent CBD CoP meetings, 8) providing support and advisory services relating to biodiversity conservation governance processes, policy, institutional strengthening, engagement of civil society and the private sector in natural resources management, and 9) promoting, synthesizing and aggregating best practices and lessons for wider landscape impacts and scaling including in the wider Ruvuma Transboundary Landscape and other WWF land- and seascapes.

III. Major Duties and Responsibilities

- Lead the development, delivery and adaptive management of GBF project work plans, budgets and the monitoring framework
- Ensure the project is aligned to the global policy frameworks on environment and development and enable inclusive management for sustainable use of natural resources and conservation of biodiversity
- Support and ensure effective, inclusive and responsive regional and national policy formulation and implementation in relation to global policy frameworks, particularly the CBD protocol
- Support and influence gender inclusion and equitable use and sharing of benefits accrued from biodiversity resources
- Be responsible for the development of the GBF project policy advocacy plan and monitoring
- Engage, participate, and contribute to the WWF Global Policy and Advocacy Team discourses at the Regional Office of Africa and WWF International to foster high level GBF policy engagement
- Be responsible for the development, oversight and monitoring and adaptive management of the GBF project
- Liaise proactively with colleagues working on the GBF project within the WWF network, and apply internal and external lessons and guidance to shape the work in Tanzania
- Provide support and advice to governments, as appropriate, with regard to national and landscapelevel community-based conservation approaches and GBF targets
- Prepare all required activity plans and reports, internal and external and in collaboration with partners and stakeholders
- Prepare and publish required policy briefs for the project interventions where requested/necessary

- Link with existing projects in gathering community-level inputs and advocacy priorities for leveraging through government contacts at a national level, especially in preparation for global CoP events
- Facilitate the inclusion, where possible, of Civil Society Organisations and Local Community participants in global policy events and design of the NBSAP
- Facilitate (technically and financially) meetings to review and update Tanzania's NBSAP, ensuring strong participation from key government and community stakeholders and managed in a way to maximise community voices and ownership
- Host forums and technical discussions on IWT and related issues, using national reach and relationships with key stakeholders.
- Work closely with local communities and district governments to undertake land use planning and resource mapping for villages that are critical stewards of biodiversity resources
- Facilitate the value addition of activities at existing VLFRs, such as use of mobile and undertake a mapping of business opportunities, barriers and develop business cases that need financing through discussions with in-country funders and private sector partners
- Support cross learning to assess the differences in policies and legal frameworks governing management of natural resources between countries in the region in order to harmonize policies and legal frameworks for transboundary GBF targets implementation approaches
- Participate actively in technical and operational discussions as a key member of the global GBF Project team
- Ensure timely and high-quality project technical reporting to donors, the landscape management team and TCO and all relevant parts of the global project team and the WWF Network as required and according to agreed standards and timeframes
- Actively contribute to resource mobilization efforts for the growth of the landscape programme and portfolio of community-based conservation and policy initiatives
- In collaboration with the M&E and Communication Units lead the preparation of technical briefing papers and project status updates for awareness creation
- Perform any other duties as assigned by the National Ruvuma Landscape Coordinator, Transboundary Coordinator and the Conservation Manager in relation to WWF goals and objectives as per country, regional and global strategies

IV. Profile

Required Qualifications

- University degree in forestry, conservation biology, social science, international relations, policy management or related courses in an appropriate field such as natural resource management.
- At least five to eight years of experience in the field, with experience in leading, developing, and managing programmes or large-scale projects in one or more of the above-mentioned fields.
- Experience with multi-disciplinary teams including experience with external partners.
- Knowledge of and experience with developing monitoring and evaluation frameworks for programmes and projects.
- Experience and knowledge on gender inclusion and roles in biodiversity resources conservation and use
- Experience on high-level policy advocacy engagement at national, regional and global levels
- Experience on managing community-led conservation projects and programmes
- Knowledge of the global protocols, conventions and agreements linked to biodiversity conservation
- Expertise on the institutional and legal framework of the environment and conservation in Tanzania and globally, including relevant biodiversity policy issues.
- Experience and knowledge on application of Environmental and Social Safeguards for sustainable biodiversity conservation
- Previous engagement in and knowledge of national and global biodiversity policy platforms.

Required Skills and Competencies

- Proven skills in implementation of community-based conservation approaches and knowledge of the link between policy and practice.
- Strong skills in policy advocacy, networking, and civil society engagement for successful project implementation
- Demonstrable knowledge on national biodiversity strategy and action plan.

- Demonstrated experience in developing, implementing, and monitoring projects that link national and global policy commitments to field implementation.
- Strong skills in project planning, financing, management, implementation, and evaluation.
- Experience of liaising with and being accountable to government and development partners including management of donor funds.
- Proven knowledge and experience of the not-for-profit sector, preferably of environmental nongovernment organisations.
- Influencing, negotiation, communications, and stakeholder engagement skills.
- Excellent interpersonal skills, including the ability to develop and maintain strong relationships at all levels, including with local communities, government agencies, the not-for-profit sector, and the scientific community
- Excellent oral and written communications skills in English and Kiswahili
- Commitment and adherence to WWF's Core values: Courage, Respect, Integrity and Collaboration

V. Working Relationships

Internal: Interacts and works closely and on a regular basis with the Ruvuma Landscape project leadership, the Conservation Manager and team members and other TCO programme staff – technical, financial and operational.

External: Interacts with GBF Project Lead, GBF Project Manager, colleagues in WWF International, and colleagues in other WWF offices and at regional and global levels implementing the GBF Project. Non-WWF stakeholders include landscape-level and national governmental institutions, non-governmental organisations, academic institutions, the private sector, the media and other stakeholders, in collaboration with the relevant department leads and landscape team members as relevant.

This job description covers the main tasks and conveys the spirit of the tasks that are anticipated proactively by staff. Other tasks may be assigned as necessary according to organizational and landscape programme needs.

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