



## MONITORING & EVALUATION COORDINATOR (ID094)

“In the past century FFI has consistently saved species from extinction and protected habitats from destruction. Their solutions have always been practical, efficient and sustainable in local circumstances.”

Sir David Attenborough,  
FFI Vice-president

# Fauna & Flora International

Fauna & Flora International (FFI) saves species from extinction and habitats from destruction, while improving the livelihoods of local people. Our guiding principles are to work through local partnerships, act as a catalyst for change, make conservation relevant, and base decisions on sound science. Founded in 1903, FFI is the world's longest established international conservation body; our conservation work, and impact, spans the globe.

## FFI's Indonesia Programme

Fauna & Flora International (FFI) is an international NGO established over 100 years ago. FFI acts to conserve threatened species and ecosystems worldwide and has been working in Indonesia since 1996, operating field offices in eight provinces. Under the Memorandum of Understanding (MoU) with the Indonesian Ministry of Environment and Forestry (MoEF), FFI has been partnering with government agencies, local NGOs, civil society organizations, local communities, and private sector companies to deliver conservation goals in Indonesia.

FFI's innovative approach has catalysed change through a number of flagship programmes in Indonesia, including the community ranger initiative which has transformed former combatants, wildlife poachers and loggers into champions of the environment. We are also pioneering sustainable financing mechanisms to support communities through our innovative approach.

## Tanah Papua Programme

The ongoing project in Southwest/West Papua includes two Crown Jewel land and seascapes: 1) Tambrau mountains which feature extensive, primary tropical forests and an adjacent seascape with coral reefs and turtle nesting beaches, and 2) Raja Ampat archipelago (specifically Waigeo, Misool and Kofiau islands), whose karst ecosystems, coral reef and seagrass areas contain abundant biodiversity and hold significance in local communities' customs.

Species of global concern in those areas include Western-long-backed Echidna (CR); Grizzled tree-kangaroos (VU); Waigeo brushturkey (EN); Indo-pacific humpback dolphin (VU); Dugong (VU); Hawksbill (CR), Green (EN) and Leatherback (VU) sea turtles; and CITES-listed parrots and birds of paradise.

The project addresses the current need to build management and operational capacity and foster new means of community participation in conservation area management, enabled by effective planning and policy, to ensure Southwest/West Papua's terrestrial and marine biodiversity survives and thrives. The Provincial Government has identified this need as a priority, and the project's livelihood approaches and aims have been identified in consultation with local communities. The project approach is underpinned by evidence amassed by FFI and government partners that describes the land/seascapes' biodiversity values and extent of threats; learning in implementing integrated Ridge- to-Reef and sustainable livelihoods approaches as existing, positive relationships between FFI and government partners and communities.

# The Opportunity

We seek a Monitoring & Evaluation Coordinator who will be responsible for the design, coordination and implementation of the monitoring and evaluation, research, and learning framework of the programme in Southwest/West Papua. He/she will develop a systematic monitoring framework to improve the qualitative and quantitative evidence gathered by the project. Based in Sorong, the role also offers an opportunity to learn and develop a career in an exciting and rewarding environment. In return, FFI Indonesia offers an attractive range of benefits.

## Terms and Conditions

<b>Start Date</b>	: As soon as possible
<b>Duration of Contract</b>	: 1 year
<b>Salary</b>	: Negotiable based on experience
<b>Location</b>	: Sorong
<b>Benefits</b>	: 20 days leave per annum Time off in lieu (TOIL) Medical insurance Social Security Agency (BPJS) Religious Holiday Allowance/THR Severance in the form of DPLK
<b>Hours of Work</b>	: Full time working hours are Monday to Friday from 9.00am to 18.00pm, with a one-hour lunch break. These hours may be varied in agreement with the Line Manager.

## Job Description

<b>Job Title</b>	: Monitoring & Evaluation Coordinator
<b>Reporting to</b>	: Project Manager, Raja Ampat Ridge-to-Reef Cons. Project
<b>Key Relationships</b>	: West Papua Programme Team (Sorong-based, Raja Ampat-based and Tambrauw-based)
<b>Purpose</b>	: The MEL coordinator will oversee MEL activities for conservation projects in the Tanah Papua landscapes. The role will strengthen systems to enable robust and practical data collection, analysis, to understand the impacts of FFI's work since it began over 8 years ago, and use this information to inform decisions and communicate findings to key project stakeholders. The role will ensure all MEL activities are undertaken to the highest possible standards, that are feasible within the constraints of the program, to meet donor and internal needs.

Through ensuring delivery of effective MEL the role will help strengthen internal systems and procedures that enable FFI delivery of impactful conservation action in the Tanah Papua landscape.

## **Specific Duties :**

### ***Develop a Monitoring & Evaluation plan***

1. Help refine and develop the Tanah Papua Landscape MEL system to measure progress to conservation impact against the program's Theory of Change in line with FFI's pragmatic approach to MEL, by working in close collaboration with the Tanah Papua teams.
2. Develop and manage MEL tracking systems with an appropriate data management plan to securely and ethically store data, collate key findings, and monitor project progress, with support from the Tanah Papua teams.
3. Coordinate the collection of monitoring and evaluation data on a regular basis, in line with program needs and working with relevant team members and other technical experts.
4. Refine and/or develop data collection protocols, using mobile phone Apps where appropriate. Train team members and partners in data collection protocols where necessary
5. Clean, verify, validate and analyse monitoring data collected by team members and partners, including SMART patrol data, camera trap data, and species monitoring data.
6. Collect and analyse stakeholder mapping and social impact data, including household surveys, key informant interviews, and focus group discussions, liaising with the Monitoring, Evaluation and Learning Research Coordinator, Asia Pacific and Conservation Livelihoods & Governance team to design data collection and analysis tools.
7. Conduct deforestation analysis using Hansen data sets from Global Forest Watch, with support from the Remote Sensing & GIS Specialist, Asia Pacific and Senior Technical Specialist Analytics.

### ***Learning & Adaptive Management***

1. Identify and share with project team members any successes, challenges and trends or patterns that emerge from data analysis to help the project adapt as it is implemented.
2. Share and discuss findings with communities engaged in the Tanah Papua landscape program to validate findings, inform adaptive management, and develop commitment to and understanding of the conservation work.

### ***Communication***

1. Design and develop materials to share good practices developed by the Tanah Papua landscape program team to key audiences
2. Share relevant findings from project MEL with the Landscape Program Manager to support internal and external reporting, including to donors and FFI's annual reporting process.
3. Share information and learning generated by MEL within the Tanah Papua landscape with colleagues across FFI's global operations, and other national and international conservation organisations.

**Other duties** Undertake other activities that fall within FFI's strategy and plans as requested by Line Manager, Programme Manager, and Country Director commensurate with skills, experience and role.

## Person Specification

	Essential	Desirable
<b>Education and Language</b>	<ul style="list-style-type: none"> <li>• Bachelor degree in statistics, demographics, public policy, international development, economics, or related discipline.</li> <li>• Excellent written and spoken command of English.</li> </ul>	<ul style="list-style-type: none"> <li>• Master degree in development studies, economics, social sciences, or a related discipline.</li> <li>• Advanced certificate in M&amp;E, statistics or economics</li> </ul>
<b>Skills, Knowledge and Experience</b>	<ul style="list-style-type: none"> <li>• Proven experience minimum 3 years in an M&amp;E position responsible for implementing M&amp;E activities of international conservation projects.</li> <li>• Good knowledge of programme implementation, monitoring and evaluation techniques and practices</li> <li>• Experience in strategic planning and performance measurement, including indicator selection, target setting, reporting, database management, and developing M&amp;E and performance monitoring plans.</li> <li>• Knowledge of the major evaluation methodologies (e.g. qualitative, quantitative, mixed-method, and impact) and data collection and analysis methodologies.</li> <li>• Experience in developing and refining data collection tools.</li> <li>• Experience with data quality assessments and oversight.</li> <li>• Experience in planning and managing surveys.</li> <li>• Strong technical reporting skills, including the ability to analyse and interpret data.</li> <li>• Strong interpersonal, communication and presentation skills (written and verbal).</li> </ul>	<ul style="list-style-type: none"> <li>• Familiarity with impact assessment.</li> <li>• Familiarity with some of the substantive issues handled by the project such as spatial plans, management effectiveness, and livelihood.</li> </ul>

	<ul style="list-style-type: none"> <li>• Proven people skills, especially of working in multi-cultural environments and with local ethnic groups.</li> <li>• Strong organisational and analytical skills.</li> <li>• Good attention to detail, especially in data organisation and management.</li> </ul>	
<b>Behavioural Qualities</b>	<ul style="list-style-type: none"> <li>• Trustworthy</li> <li>• Collaborative and cooperative</li> <li>• Open minded</li> <li>• Values diversity</li> <li>• Culturally sensitive and adaptable</li> <li>• Impact-focused</li> <li>• Highly organized</li> <li>• Attentive to detail</li> <li>• Flexible and responsive to the needs of the organization</li> </ul>	<ul style="list-style-type: none"> <li>• Interest in indigenous cultures and customary resource management.</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• Commitment to FFI's mission and values.</li> <li>• Cultural sensitivity and valuing diversity.</li> <li>• Indonesian nationality</li> </ul>	

## How to Apply

Applications, consisting of a covering letter explaining why you feel you should be considered for this post, a full CV (tailored to the role as advertised, highlighting relevant experience and achievements) and contact details for two referees (who will not be contacted without your permission) should be sent to [HRIndonesia@fauna-flora.org](mailto:HRIndonesia@fauna-flora.org).

Please mark your application “**Monitoring & Evaluation Coordinator\_ID094**”

The closing date for applications is **26 Mei 2023**. Candidates selected for an interview will be contacted by email or telephone – please specify your preferred method of contact in your covering letter and indicate where you saw the position advertised.

Regrettably, due to limited resources and the high number of applications we receive, we are only able to contact short-listed candidates. If you do not hear from us within four weeks of the closing date, please assume that you have not been successful on this occasion.

## FFI Values

Values underpin who we are and how we act. Just as values shape who we are as individuals, they define us as an organisation, creating the culture of success for which FFI is renowned. Our people

exemplify our shared values, which are interconnected and interdependent:

- We act with integrity
- We are collaborative
- We are committed
- We are supportive & respectful
- We get things done

## Applicants with Disabilities

FFI encourages applications from individuals with a disability who are able to carry out the duties of the post. If you have special needs in relation to your application, please contact Ester Rinandhita, HR & Recruitment Administrator, FFI, on Tel: 021-2276-4295 or Email: [ester.rinandhita@fauna-flora.org](mailto:ester.rinandhita@fauna-flora.org).

FFI values diversity and is committed to equality of opportunity