

### **3. ANIMAL CARE AND REHABILITATION MANAGER FOR THE LIMBE WILDLIFE CENTRE (PROJECT ASSISTANT MANAGER)**

#### **Organization Background:**

The Limbe Wildlife Centre was created in 1993 as a result of the rapid decline of animal populations in Cameroon due to habitat degradation, poaching, and the illegal wildlife trade. Managed in partnership between the non-profit organisation Pandrillus Cameroon and the Government of Cameroon, our project is unique in Central Africa. Our mission is to ensure the survival of Cameroonian wildlife. Our team is composed of local and international wildlife ecologists and veterinarians, and a highly experienced and qualified local animal care staff. The Limbe Wildlife Centre is a founding and accredited member of the Pan African Sanctuary Alliance, and the only recipient of a Clark R. Bavin Wildlife Law Enforcement Award (2019).

#### **VISION**

Pandrillus Cameroon envisions a Cameroon where animal welfare and wildlife conservation merge and are included in the development of Cameroonian society to substantially benefit local communities and improve human well-being.

#### **CORE MISSION**

Pandrillus Cameroon works to ensure the survival of Cameroonian wildlife through community conservation education and outreach, applied conservation science, supporting wildlife law enforcement, and the rehabilitation and release of wild animal victims of illegal trafficking.

#### **Cameroon Program Overview:**

Pandrillus Cameroon works in partnership with the Government of Cameroon to protect globally significant biodiversity, maintain the functioning of the Limbe Wildlife Centre, a wildlife rehabilitation and education centre co-managed by Pandrillus Cameroon and the Ministry of Forestry and Wildlife, and develop an outreach program that will increase public engagement and participatory conservation in Cameroon. This includes a diverse set of actions that aid the government of Cameroon accomplish its goal of protecting wildlife and ensuring the sustainable management of natural resources.

Some of the major ongoing programs are:

- Endangered Primates Welfare and Rehabilitation
- African grey parrot rehabilitation and release program
- Art-4-Nature: A art-based concept to public engagement
- Organic agriculture to sustain community livelihood, improve soil quality and increase community Resilience to Climate Change

**Job Title:** Animal Care and Rehabilitation Manager (Project Assistant Manager) of the Limbe Wildlife Centre

**Reporting to:** Manager of the Limbe Wildlife Centre; Pandrillus Country Director

**Key relations:** Resident Veterinarian; Animal Care staff; Construction Manager; Head of Education

**Overall purpose of job:** To ensure standard operating procedures are implemented efficiently and that the levels of care and welfare provided to the animals are maintained

Pandrillus is seeking a **Project Assistant Manager (PAM)** for the Limbe Wildlife Centre, Limbe, Cameroon to serve as the **Animal Care and Rehabilitation Manager**, assisting the Project Manager in overseeing the functioning of the Limbe Wildlife Centre and related activities, under the supervision of the **Project Manager** and in close collaboration with the Resident Veterinarian in Cameroon. The **Animal Care and Rehabilitation Manager will be involved in several** programs run by the Limbe Wildlife Centre including animal care, rescue and rehabilitation programs and applied science.

The **Animal Care and Rehabilitation Manager** will play a key leadership role in leading, along with the Resident Veterinarian, a team of 40 animal care staff and associated, to ensure the functioning of the Limbe Wildlife Centre.

### **Core Responsibilities:**

Responsibilities of the Project Manager will include, but will not be limited to:

- Supervise ± 40 local and international permanent or temporary staff, including foreign and local volunteer
- Leading all work associated with the care and rehabilitation of animals in the wildlife centre to the highest standard
- Designing, building and implementing the management and operational policies, procedures and systems for the care, nutrition, hygiene, quarantine and rehabilitation of wildlife at the centre, in close collaboration with the Resident Veterinarian
- Provide regular updates, and monthly, biannual, and annual reports
- Working to hire motivated, competent staff, and provide appropriate mentoring and support to ensure staff retention
- Develop rehabilitation and release protocols, enrichments and training protocols
- Working with veterinary staff to deliver treatments to sick/injured animals, and ensuring all veterinary procedures comply with internal and international welfare standards

- Overseeing the volunteer programme at the wildlife centre – including engaging with the volunteers, and overseeing and guiding the interactions between the volunteers and the Volunteer Coordinator.
- Designing, building and implementing the management and operational policies, procedures and systems for the care, hygiene, quarantine and rehabilitation of wildlife at the centre
- Assisting in managing the overall project budget, write proposals and complete annual financial and technical reports
- Assist in the preparation and implementation of annual work plans and associated budgets, and approve related project work plans and budgets.
- Assist in fundraising from public and private sources
- Assist in overseeing enclosure maintenance, design, and construction
- Assist in managing, and continuously improving all day-to-day aspects of the Limbe Wildlife Centre, including ensuring compliance with Cameroonian laws and Pandrillus policies & procedures, managing program budget and ensuring sound fiscal management
- Represent the Limbe Wildlife Centre and Pandrillus in official matters, to donors, the press, the Government of Cameroon, and other internal and external stakeholders.
- Worked closely with the Government of Cameroon representatives
- In close collaboration with the resident vet, oversee the health and welfare of approximately 450 animals
- With support from the Head of education, oversee the development and implementation of education and outreach programs
- Oversee research & monitoring projects conducted at the Limbe Wildlife Centre either by Pandrillus Cameroon or by external students

### **Qualifications:**

Significant program leadership and animal care and conservation experience are essential.

Excellent interpersonal and diplomatic skills and an approachable management style are essential to the success of the individual in this role along with the ability to work collaboratively and build relationships.

Experience working closely with Cameroon or other Central African government and major international and local development partners is a plus.

Ideal candidates will also possess:

- Graduate degree in behavioural ecology, animal cognition, animal husbandry, and related field is preferred
- Experience working with wild primates in their natural environment is highly appreciated

- 5+ years of experience with an emphasis on animal conservation and welfare, rehabilitation and care, captive population management including chimpanzees, gorillas, other primates, African grey parrots and other mammals and reptiles. The successful candidate will have experience in the following fields of rehabilitation and/or animal care:
  - Ability to monitor group and evaluate animal behaviour in a captive/wild setting
  - Experience rehabilitating animals that may have undergone trauma or abuse
  - Experience developing and implementing individual enrichment plans
  - Experience integrating animals of different species, but especially primates
  - Formulate diets for different species
  - Experience with training different species is desired
  - Physical capture and restraint of animals (especially those species that come through the LWC) is a plus
- English-French bilingualism is preferred; Excellent English communication and writing skills
- Experience in leading diverse teams of people; sensitivity to different socio-cultural situations
- Experience training people with different backgrounds, including unskilled volunteers
- Proven experience in developing and implementing standardized procedures and protocols for a captive facility equivalent to the LWC
- Physically fit and able to work in a hot climate
- Highly self-motivated, self-driven and self-learning attitude
- Must be flexible, adaptable and able to work in a very challenging environment with large autonomy and independence, with proficiency to developing important initiatives and practical solutions to challenges, along with having attention to detail and being able to multi-task
- Ability to effectively set priorities and handle competing time and resource demands for self and others, with an ability to adapt and manage change processes
- Good level of proficiency in Microsoft Office, particularly PowerPoint, Word, and Excel as well as communication tools (social media, website, donor management tools (eg Pipedrive, Zapier etc)
- Experience in project management including fundraising, finance, budgeting, administration, and reporting is a plus
- Good fundraising experience, especially from individual donors is appreciated
- Good communication skills and knowledge are appreciated
- Demonstrated capacity in financial planning and management appreciated.
- Experience in developing and implementing community development projects in Africa is a plus.

**Remuneration & benefits**

- Accommodation in Limbe will be provided at the Volunteer House
- Food allowance will be provided on site
- Salary will be commensurate with experience and qualifications
- Annual leave of 21 working days
- Annual flight home, after the initial probation period of 4 months

**Application**

Please apply by email by submitting a cover letter and detailed CV to [info@limbewildlife.org](mailto:info@limbewildlife.org) and putting "LWC Animal Care and Rehabilitation Manager" in the subject line of the email. Full Terms of Reference for the position will be supplied to candidates who meet the initial requirements.

The position will remain open until filled by a suitable candidate.