

## **2. PROJECT MANAGER FOR THE LIMBE WILDLIFE CENTRE**

### **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:** Project Manager of the Limbe Wildlife Centre

**Reporting to:** Pandrillus Country Director and the Pandrillus board of Directors

**Key staff:** Animal Care and Rehabilitation Manager & Resident Veterinarian

**Overall purpose of job:** To assist the Government of Cameroon in managing and financing the Limbe Wildlife Centre

Pandrillus is seeking a **Project Manager (PM)** for the Limbe Wildlife Centre, Limbe, Cameroon to serve as the leader in overseeing the functioning of the Limbe Wildlife Centre and related activities, under the supervision and in close collaboration with the Pandrillus Country Director (CD) in Cameroon and the Pandrillus board of Directors. The portfolio of programs run by the Limbe Wildlife Centre includes education, rescue and rehabilitation programs, applied science and community-based green enterprises. The PM will play a key leadership role in leading a holistic strategy for strengthening conservation programs in partnership with the Government of Cameroon and leverage local technical strengths.

**Core Responsibilities:**

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

- Work closely with the Government of Cameroon representatives
- Develop and manage the overall project budget, write proposals and complete annual financial and technical reports
- Supervise ± 50 local and international permanent or temporary staff
- Recruit, mentor and coach Pandrillus team members by providing direction, input, and feedback
- Actively cultivate and manage relationships with key funders and partners including the Government of Cameroon, NGOs, bilateral and multilateral donor agencies and foundations, and other private sector actors
- Prepare and implement annual work plans and associated budgets, and approve related project work plans and budgets.
- Prepare annual reports and oversee the preparation of reports on projects and for donors, and evaluate regularly progress against strategies and work plans.
- Oversee, manage, and continuously improve all day-to-day aspects of the Limbe Wildlife Centre, including ensuring compliance with Cameroonian laws and Pandrillus Cameroon policies & procedures, managing program budget and ensuring sound fiscal management
- Represent the Limbe Wildlife Centre and Pandrillus Cameroon in official matters, to donors, the press, the Government of Cameroon, and other internal and external stakeholders.
- With support from the Animal Care and Rehabilitation Manager and the Resident Vet, oversee the health and welfare of approximately 450 animals

- With support from the Animal Care and Rehabilitation Manager and Head of Education, oversee the development and implementation of education and outreach programs
- With support from the Animal Care and Rehabilitation Manager, oversee research & monitoring projects
- With support from the Animal Care and Rehabilitation Manager and Construction manager, oversee enclosure maintenance, design, and construction;
- Responsible for maintenance of grounds, equipment, vehicles, and other materials
- Support Pandrillus Cameroon in developing the country program
- Willingness to travel to maintain and develop strong relationships with the Government partners
- Must embrace, secure and develop the Pandrillus Cameroon's philosophy (to bridge the gap between animal welfare and wildlife conservation to protect wildlife, re-create the link between human wellbeing and healthy ecosystems)

**Qualifications:**

Significant program leadership and management experience, strong communication, presentation and facilitation skills, and an ability to think strategically and entrepreneurially are required. Expertise in wildlife conservation and animal welfare is desired.

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, build relationships, understand the perspectives of all stakeholders, solve problems, and create/foster relationships and forge compromises. Experience working closely with Cameroon or other Central African government and major international and local development partners is strongly desired.

Although we will consider a range of applications in our search for the perfect candidate, desirable qualifications / experience include:

- A relevant post-graduate degree
- Extensive experience with an emphasis on project management including leading and managing teams, finance, budgeting, administration, and reporting
- Strong fundraising experience from public and private sources, foundations and individual donors
- Able to work in a very challenging environment with autonomy and independence, with a proficiency to take important initiatives
- Experience developing, managing, and overseeing projects, preferably in conservation and in Africa
- experience

- Strong strategic thinking, communication, marketing and entrepreneurial skills and knowledge
- Experience in developing and implementing community development projects in Africa
- Excellent written and verbal communication skills; ability to prepare compelling presentations, written reports, and effectively present work/findings in international and country-level forums
- High 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 working in, and knowledge of the issues impacting, wildlife protection and rehabilitation
- English-French bilingualism is preferred; English proficiency is essential

### **Remuneration & Benefits**

- Accommodation in Limbe will be provided
- Food allowance will be provided on site
- Salary will be negotiable
- 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 Project 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.