

# Operations Manager

## Limbe Wildlife Centre, Cameroon

Are you passionate about animal welfare and conservation? Do you have the leadership skills to manage a team of animal carers, volunteers and construction staff in a challenging tropical environment? **Pandrillus Cameroon** is seeking a committed **Operations Manager** to lead the day-to-day operations at this rescue and rehabilitation sanctuary.

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### About the Limbe Wildlife Centre (LWC)

Established in 1993, LWC is a collaborative project between the **Government of Cameroon** and the NGO **Pandrillus Cameroon**. Located within the Limbe Zoological Garden, we serve as a vital sanctuary for approximately **250 animals**, including primates, birds, and reptiles, many of whom are victims of the illegal bushmeat and pet trades. Our mission is to protect Cameroonian wildlife through animal care and rehabilitation, improving the conservation of endangered species in the wild, education and community engagement.

### Role Overview

As an experienced and motivated Operations Manager, you report to the Country Director and **oversee animal welfare and daily operations** at our rescue and rehabilitation centre in Cameroon. This senior and multifaceted role combines **leadership, administration, and hands-on oversight** of animal care in a challenging tropical environment.

This position is ideal for a committed conservation professional with strong management and leadership skills and a passion for wildlife protection.

### Key Information:

- Contract: Minimum commitment of one year, full-time (5.5 days per week)
  - Location: Limbe, Cameroon
  - Reporting to: Country Director, Pandrillus Cameroon
  - Work environment: Office-based and field-based (approx. 60:40)
  - Key collaborative staff: LWC Head Vet, LZG Government rep., Heads of department
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### Key Responsibilities:

#### 1. Management & Leadership

- Oversee daily operations and manage a diverse team of 20–30 local staff (keepers, construction team, etc.) and foreign volunteers.
- Coordinate the volunteer program, including bookings, logistics, and documentation.
- Coordinate logistics and effective use of LWC facilities, equipment and vehicles.
- Help oversee the conservation education outreach and alternative livelihood programmes.

#### 2. Animal Care & Welfare

- Oversee on-site animal care & be the senior LWC animal care representative to stakeholders
- Collaborate with the Head Vet to coordinate animal interventions and population planning, including health checks, social integrations, and potential releases.
- Ensure adherence to all LWC protocols and safety and animal welfare standards (PASA).

#### 3. Infrastructure & Planning

- Work with the Head of Construction to oversee enclosure maintenance, enrichment design, construction projects and the construction & maintenance schedules.
- Assist the Country Director in developing long-term strategic plans and the new "LWC extension" project within Mount Cameroon National Park.

#### 4. Financial & Relationship Management

- Provide day-to-day financial oversight, managing daily budgets, cash use, and the office accountant/administrator.
  - Liaise with your Government counterpart, the LZG Conservator, and other Government of Cameroon (MINFOF) local representatives.
  - Support fundraising efforts and grant applications, including via proposal writing, the upkeep of spreadsheets, records and reports, and the production of media content.
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#### Desired Profile

##### Experience & Expertise

- Proven management experience preferably a in zoo, wildlife centre, or conservation NGO
- Background in animal care management, preferably with African primates
- Experience working in Africa or tropical environments is an advantage

##### Skills & Attributes

- Excellent leadership, organisation, and written/verbal communication skills
- Financial awareness and IT proficiency (especially Microsoft Office)
- Physically fit and adaptable to field conditions
- Fluency in English required, French is an asset

##### Education

- Relevant degree preferred; veterinary, conservation or biological sciences knowledge a plus
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#### Compensation & Benefits

- Provided accommodation in Limbe (with cleaning and security)
  - Daily living allowance and one meal per day
  - Monthly stipend/salary based on experience
  - 21 working days annual leave
  - One annual return flight after one year of service
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#### How to Apply

Please send your CV and cover letter to:

[manager@limbewildlife.org](mailto:manager@limbewildlife.org) and [fundraising@limbewildlife.org](mailto:fundraising@limbewildlife.org)

Full Terms of Reference - [Full Job Description & ToR Operations Manager LWC 2026](#)

#### Your cover letter should include:

- Motivation for applying and where you heard about the position
- Relevant experience and suitability for the role
- Availability and length of commitment

#### Medical Requirements:

Yellow fever certificate, TB test, and proof of up-to-date vaccinations (Hepatitis B, Diphtheria, Tetanus, Polio) are required.