



Limbe Wildlife Centre

*A collaborative project between Pandrillus Cameroon and the Ministry of Forestry and Wildlife (MINFOF), situated in the Limbe Zoological Garden.
P.O. Box 878, Limbe, Republic of Cameroon*

Fundraising and Communications Manager

(or **Fundraising & Communications Officer** depending on experience)

The Limbe Wildlife Centre is seeking a Fundraising and Communications Manager / Officer to join our team and contribute to our mission of protecting Cameroon's unique wildlife at this exciting time.

The Limbe Wildlife Centre

The Limbe Wildlife Centre (LWC) was established in 1993 as a collaborative effort between Pandrillus and the Government of Cameroon's Ministry of Forestry and Wildlife (MINFOF) as a sanctuary for endangered Cameroonian wildlife.

Our mission is to protect Cameroonian wildlife by rehabilitating victims of the illegal wildlife trade and other injured, orphaned or displaced animals, improving the conservation of endangered species in the wild, inspiring people to connect with nature and improving local communities' wellbeing.

We provide care for more than 250 animals including critically endangered gorillas, endangered chimpanzees, drills and red-capped mangabeys, and reach over 2,000 kids in our conservation education programme.

Role Description

The role will work to develop **communication** and **fundraising strategies**, researching **funding opportunities**, **identifying grants**, **writing proposals**, and helping with **daily communications** on e-mail, our website, and on various social media platforms.

Raise funding from granting organisations and individual donors – finding and applying for grants and **organising fundraising campaigns - promote wildlife conservation and rehabilitation**, and if possible, **identify** and **engage local and international companies** to help support our work.

The successful candidate will play a key role in ensuring the essential funding and support for the **Limbe Wildlife Centre** and its related projects.

It is an exciting time for LWC, with the **ongoing creation of a new forested site**: this is expected to take place during 2026-2028, providing some animal groups with better and larger forested enclosures and a pathway to releases back to the wild. This project will interest new potential funding partners and be an exciting challenge for the successful candidate.

The role will coordinate communication and fundraising activity, working closely with a fundraising officer and/or fundraising volunteers.

Reporting to: Pandrillus Cameroon Country Director

Key collaborative staff: LWC Fundraising Team, Operations Manager, Veterinary Team, Head Keepers

This is a rewarding opportunity for a proactive and adventurous person to show creativity in developing campaigns, to gain hands-on experience with fundraising and direct marketing strategies and experience working in a multi-cultural team focused on wildlife conservation and welfare.

Responsibilities

- Maintain or increase LWC funding, collaboration and support – from existing regular funding organisations & donors and by finding new ones
- Work with management / directors to identify and write proposals for large grant funding.
- Further develop effective fundraising and marketing strategies.
- Responsibility for production of quarterly newsletter.
- Ensure all grant reporting and communication with funders is efficient and up to date
- Proactively manage relationships with funding organisations and donors, providing high quality communication, support and reporting.
- Increase visibility of LWC's mission through various communication channels.
- Manage the fundraising assistance available, such as a fundraising officer / volunteers
- Help ensure our website is up-to-date and effectively communicates LWC's activities.
- Track and evaluate the impact of fundraising efforts.
- Act as an LWC ambassador at fundraising events.
- Manage celebrity/ambassador/influencer supporter relations.
- Help as required with coordinating the foreign volunteer programme to raise funds and support for the LWC.
- Assist Country Director in completing annual reports and other communications for the benefit of LWC as requested.

Skills, Experience and Requirements

We are looking for a **creative, motivated, enthusiastic**, and **proactive individual** who is **well organised** and **eager** to gain insight and experience in **biodiversity conservation communication** and **fundraising**.

- Relevant experience in fundraising or communications roles, or evidence of highly transferrable skills and proactive attitude.
- Strong interpersonal skills to engage with diverse stakeholders and develop excellent working relationships in a multi-cultural environment in Africa.
- Highly motivated and enthusiastic to work on fundraising, grants, and digital communications to promote LWCs mission and values.
- Creative and entrepreneurial outlook.
- Background in conservation, marketing, or communications is preferred.
- Highly organised with the ability to manage multiple tasks.
- Proficiency in social media, digital communications and MS Suite.
- Excellent written and verbal communication skills in English; French is a plus.
- Passionate about wildlife conservation.
- A commitment to the mission of the Limbe Wildlife Centre.
- Willingness to commit for at least 6 months, with a strong preference for 1 year plus.
- Appreciation of the communication needs of charity fundraising.
- Physically fit and able to work in a hot and humid tropical climate.
- Be willing to have all necessary tests (TB and medical) and vaccinations (yellow fever, typhoid, COVID-19, hepatitis A, hepatitis B and DTP (diphtheria, tetanus, and polio)).

Working conditions & benefits:

- **Full-time 5.5 days a week position** with accommodation and expenses provided
- **Accommodation in Limbe** (in shared house), including housekeeping & security staff
- **Small monthly stipend available**, depending on level of experience
- Daily local living allowance, phone/data credit and 1 meal per workday provided
- **Potential negotiable bonus or increased monthly compensation**, depending on the amount of funds raised.
- Annual leave of 21 working days
- **Annual return flight** to home country (after 1 year of service, up to USD1,000)
- Some flexibility is negotiable about if you want to split your time between Cameroon & your home country.

A probation period will apply for the first 6 months.

How to Apply

Please submit a detailed CV and cover letter to manager@limbewildlife.org and fundraising@limbewildlife.org

Your cover letter must include:

1. Why you are the right fit for this role and how your skills will benefit LWC.
2. Your motivation for applying and how you heard about the position.
3. Your availability and the duration you can commit to the role.

Short-listed applications will have a video interview and be required to complete some short exercises.

Your time and support make a massive difference to all the rescued animals that have been given a second chance at Limbe Wildlife Centre, and we thank you for considering this role.