

# Conservation and Education Manager



## Chumbe Island Coral Park Ltd., Zanzibar, Tanzania

Chumbe Island Coral Park Ltd. (CHICOP) is based in Zanzibar/Tanzania. Established since the early 1990's CHICOP lobbied for, and went on to acquire management rights over the Chumbe Island Marine Protected Area (MPA). The MPA includes a protected Coral Reef Sanctuary and Forest Reserve. This award winning privately managed protected area is renowned as the first financially independent and self-sustaining MPA the world (and is today one of only two existing). This is made viable through revenue generated by sustainable marine ecotourism (both day visitors and overnight guests staying in Chumbe's eco-lodge). The tourism operations in the MPA utilize commercial principles with not-for-profit objectives to finance project operations, conservation, research and an extensive environmental education programme for local schools and community members.

### Job description:

The Conservation and Education Manager is based at the CHICOP office near Zanzibar town and reports to the Project Manager. Leading a team of two local staff and technically assisting a team of 13 rangers all from Tanzania, he/she is expected to oversee all program conservation and education activities. A full description of job responsibilities can be found in the "Job Description" at the end of the document. To summarise:

- The Conservation and Education Manager is responsible for the overall management of the coral reef sanctuary and the protected coral rag forest on Chumbe Island.
- They will work with the Project Manager, Island Manager, and other staff to ensure that the island is managed in a sustainable way and that the conservation and education goals are met.
- They will continue existing conservation and education efforts and program and where possible look to improve and expand.

Specific responsibilities include:

- Overseeing the logistics and activities of the ranger's department, including training, patrolling, and monitoring.
- Developing and implementing the education program for both guests and local community members and students, as well as visiting university groups.
- Conducting research on the marine park and coral rag forest.
- Communicating with government agencies and other stakeholders.

### Requirements:

The ideal candidate will have a strong background in conservation, education, and research. They will be able to work independently and as part of a team, and they will have excellent communication and interpersonal skills. The ideal candidate will be self-motivated and passionate about conservation, education, and research. They will be driven to make a difference in the world, and keen to serve a leadership role, combined with excellent

listening skills, patience, humility and humour. They will be able to inspire others to join them in their efforts. The ideal candidate will be committed to building the capacity and competency of the team and developing the skills of others. They will be willing to share their knowledge and expertise with the team and be able to motivate team work.

The ideal candidate will:

- have a Master's degree level in marine science, conservation, environmental science or a related field. Or a Bachelor's with commensurate experience of 8+ years will also be considered
- have at least 5+ years' experience of marine/terrestrial conservation (specifically coastal forests, mangrove and coral reefs).
- have at least 2+ years' experience of managing a team in a conservation project, logistics and staff.
- have experience with education programs based around conservation.
- have experience in hospitality
- have experience working with different stakeholders including Government, NGOs and donors. East African experience is desirable.
- be fluent in English
- be a strong swimmer/ snorkeler (diver desirable)
- have excellent written and verbal communication skills
- be experienced in writing formal and scientific reports
- be computer literate (Office package)
- be able to demonstrate good planning and team-working ability
- have the ability to work independently and proactive

### **Desirable Qualifications**

- Solid knowledge of tropical marine life / ecosystems as well as global conservation issues
- Result driven and ability to lead and take initiative
- Kiswahili, both spoken and written
- Experience in hospitality with high end clientele
- Advanced scuba license
- Boat licence and knowledge of boats
- Car driving license

## Remuneration:

- Core salary: ca \$1,000 USD/per month.
- Housing. (Secure accommodation provided in a fully furnished 1-bedroom studio apartment 10 minutes drive from Stonetown).
- Health insurance.
- Flight ticket to home base once per year.
- Work and residence visas/permits provided (and dependents residencies provided where relevant).
- Cellphone and comms package provided.
- Lunches provided week days in office. When on island breakfast, staff lunch and dinner is provided.
- Minimum contract length two years, renewable.

Note: Zanzibar is a relatively inexpensive location to live, and the salary offered is set at a level to enable a goods and services differential (disposable income level) commensurate with an equivalent post of this seniority under European standards.

## How to apply:

To apply, please send your CV/resume, motivation letter and contact details of two referees to [apply@chumbeisland.com](mailto:apply@chumbeisland.com) Your motivation letter should be no more than two pages, explaining your previous experience and suitability for the Conservation & Education Manager position.

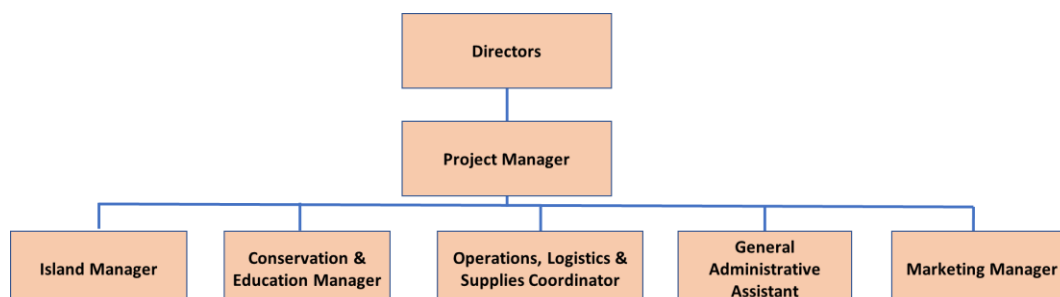
## Deadline for applications is the 4<sup>th</sup> September 2023

Candidates shortlisted for interview will be contacted by email and a first round of interviews will be conducted online via Zoom/Skype/WhatsApp.

Expected start date: As soon as possible

## Note 1:

CHICOP operates through three core departments, as shown in the below figure.



## Note 2:

The Chumbe Island Management Plan 2017-2027 is downloadable at the following link: [http://www.chumbeisland.com/uploads/media/Chumbe\\_Management\\_Plan\\_2017-2027.pdf](http://www.chumbeisland.com/uploads/media/Chumbe_Management_Plan_2017-2027.pdf) (Details on the tourism operations begins on page 113. The ten year objectives for tourism operations start on page 160.)

The Conservation and Education Status Report 2022 is downloadable at this link: [https://drive.google.com/file/d/1K9aou7mjFTRngHCL0X5R3VnRHyK-MTUw/view?usp=drive\\_link](https://drive.google.com/file/d/1K9aou7mjFTRngHCL0X5R3VnRHyK-MTUw/view?usp=drive_link)

---

## Note 3



## CONSERVATION AND EDUCATION MANAGER

Job Description, August 2023

### General:

- Oversee the management of the marine park/coral reef and the protected coral rag forest on Chumbe Island in relation to conservation, research, records, training of staff and outreach.
- Assist Project Manager, Island Manager and wider Chumbe team where necessary.
- Take action to improve/enhance facilities where possible.
- Undertake purchase and acquisition of necessary items, including seeking suitable materials/items, in collaboration with conservation and education team and Project manager.
- Support maintenance/ordering of equipment, in collaboration with the technical and lodge managers.
- Interact with guests on the island, meet and greet, ensure needs are met and represent the management of Chumbe where required, and be a friendly face.
- Ensure all conservation and education related guest material on the islands (wall posters, reference books etc.) are accurate and up to date.
- Represent Chumbe where necessary to VIPs, media and stakeholders from the international conservation community visiting the project.
- Represent Chumbe nationally and internationally when required, primarily with regards to conservation/education related workshops/conferences.
- Maintain accurate record keeping, including the management of grants/ donor funds and reporting requirements if/where relevant in collaboration with the Project Manager.

### Conservation, Education and Research:

- Ensure the Chumbe Reef Sanctuary (CRS) and Closed Forest Reserve (CFR) are effectively managed by the conservation and education team and no extractive or destructive activities take place and any incidents are recorded and reported.
- Plan, oversee and achieve all CHICOP conservation/research/science-related targets, including the regular biophysical monitoring of the reef and forest areas in line with CHICOP's Management Plan 2017-2027 including monitoring of the reef and forest areas (e.g. reef and seagrass monitoring programmes, duiker monitoring, bleaching, COTs etc).
- Maintain all associated monitoring records and assessment results, undertake appropriate analysis on a regular basis and implement reactive management measures where required through consultation with the Project Manager and Directors.
- Ensure conservation threats that arise are dealt with swiftly and effectively using an educative enforcement approach supporting the rangers as frontline communicators.

- Ensure conservation and education related updates for the quarterly ZIPA report are prepared and submitted to the Project Manager in a timely fashion.
- Produce annual Conservation and Education status reports and to distribute these report to organisations both locally, regionally and internationally.
- Produce regular informational collaterals for Chumbe communication materials, including social media, newsletters and other formats and media as may be required.

#### **All Conservation and Education Staff:**

- Ensure all ranger, conservation and education related roles job descriptions are correct and up to date (in collaboration with the Project Manager and Island Manager).
- Support the Island Manager in managing any daily staffing issues (i.e. absence, sick leave etc.) in collaboration with the General Administration Officer.
- Provide leadership, motivation and guidance, and promote team work amongst the conservation and education departmental staff.
- Support any disciplinary issues in collaboration with Project Manager including recruitment and management actions (aligned with the labour law) as may be required, for conservation and education departmental staff as required.
- Lead annual staff appraisal of the conservation and education department and recommendations (where relevant) for promotions / adjustments of roles / merit-based salary increments (per two years), with input / feedback from Island Manager (rangers only).
- Identify internal (and external where relevant) training opportunities for the conservation and education team to enhance capacity amongst the team.

#### **Conservation department:**

- Support and develop the island ranger team (guiding rangers and patrol rangers) and Head ranger (research/science) to ensure they deliver their work requirements effectively and efficiently.
- Implement / coordinate training and capacity building of the ranger team in all areas, i.e.:
  - All Rangers - CRS & CFR management: poacher control (educative enforcement techniques); patrolling scheduling; monitoring and record keeping; supporting research activities; supporting EE Programme activities; community outreach communication skills; other skills as may be required.
  - Patrol Rangers – safety at sea/ boat handling; boat maintenance; equipment maintenance and stock take; other skills as may be required.
  - Guiding Rangers – guest liaison skills (welcome briefing, bungalow tour, eco-infrastructure); forest trail guiding; snorkel guiding; night-snorkel guiding; coconut crab guiding; other as required.
- Design all necessary training and resource / reference materials for the ranger team, and implement / coordinate training, refresher and reminder courses.
- Design and implement exams and competency assessments where necessary with regards to the above.

#### **Education department:**

- Oversee the design, development and successful implementation of the Chumbe EE programmes.
- Ensure all planning, preparations and arrangements for EE visits are coordinated effectively and implemented successfully.
- Plan and oversee all wider education visits (e.g. international student groups, universities, wider stakeholders).
- Ensure the island-based classroom is effectively designed, equipped and optimally functional to support the effective delivery of EE programmes.
- Identify and follow up potential opportunities for collaboration, partnerships, augmentation of EE support for the betterment of Zanzibar society (in collaboration with the Project Manager) including acquiring donor funding for particular initiatives where deemed appropriate.

Working shift & hours: Monday to Friday, 42 hours / week a (as per Employment Act, 2005)  
(flexibility on work schedule anticipated depending on needs). Role is based both at the office and  
on the island.

Line Manager: Project Manager