



## Conservation & Education Coordinator

### Project description

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). This award winning privately managed protected area is renowned as the first financially independent and self-sustaining MPA the world. This is made viable through revenue generated by sustainable marine ecotourism. 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. The areas protected include a protected reef sanctuary and forest reserve. There is also a Visitors' centre used for Chumbe's education programs. For more information, please visit [www.chumbeisland.com](http://www.chumbeisland.com).

### Conservation and Education Coordinator position

This is a full-time position based at the CHICOP headquarters office near Zanzibar town, with frequent travel to Chumbe Island. He/she will be involved with supporting the Conservation Manager in all tasks related to the conservation and education programmes. A full job description is provided on page 3.

#### *Environmental Education:*

Assist the Education team with organizing and leading all environmental education excursions, programs and associated meetings.

#### *Conservation:*

Assist the Conservation manager coordinate the day to day duties of the Ranger team as well as maintenance of key conservation infrastructure and any conservation issues that may arise.

#### *Research:*

Assist the Conservation Manager with visiting researchers as well as in-house long-term ecological monitoring and targeted research projects.

#### *Administration:*

Assist the Conservation Manager with the required planning, data management and reporting for the above components.

### Requirements

#### *Essential:*

- Tanzanian Nationality (priority will be given to candidates from Zanzibar)
- Educated to at least Bachelor's degree level in environmental science or related discipline
- Fluent in English and Kiswahili, both spoken and written
- Possess a genuine interest in nature and environmental education
- Must be a strong swimmer/comfortable in the water

- Have excellent written and verbal communication skills
- Experienced in writing formal and scientific reports
- Be computer literate (Office package)
- Demonstrate good planning and team-working ability
- Possess a driving license

*Desirable:*

- Teaching/public speaking experience
- Broad knowledge of tropical marine life / ecosystems as well as global conservation issues
- Experience with ecological monitoring in marine environments

**What we offer**

- Working with an international team
- Health insurance (inclusive of family dependents where relevant).
- Breakfast and lunch are provided during workdays.
- Zanzibar Social Security Fund (ZSSF) contributions
- Access to discretionary credit and loans scheme
- 21 days leave allowance per year

**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 Assistant Manager position.

Deadline for applications is the 28<sup>th</sup> February 2026.

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

Start date: April 2026

# **JOB DESCRIPTION**

## **Conservation and Education Coordinator**

### **General**

- To assist the Conservation Manager in overseeing 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
- To assist the Conservation Manager in undertaking purchase and acquisition of necessary items, including seeking suitable materials/items
- To assist the Conservation Manager in ensuring all conservation and education related guest material on the island (wall posters, reference books etc.) are accurate and up to date
- To assist the Conservation Manager in representing Chumbe nationally and internationally when required, primarily with regards to conservation/education related workshops/conferences
- To actively participate in conservation and education team meetings
- To be an active Chumbe Team member and follow company code of conduct for Chumbe staff

### **Conservation & Research**

- Assist in the ongoing development of the island ranger department and implementing ranger training
- Carrying out monitoring surveys in cooperation with the Head Ranger
- Collecting, compiling and entering data of all conservation monitoring records
- Ensuring conservation and research related updates for the quarterly ZIPA report are prepared under the supervision of the Conservation Manager in a timely fashion
- Drafting conservation and research related sections of the annual Conservation and Educations Status Report
- Following up on potential opportunities for collaboration, partnerships, augmentation of the conservation and research work for the betterment of Zanzibar society including acquiring donor funding for particular initiatives where deemed appropriate
- Achieving the conservation and research related targets of the management plan

### **Environmental Education Program**

- To plan, schedule and implement pre-visits, island excursions and post visits to schools in close collaboration with the Environmental Education Officer
- To arrange the logistics for all EE excursions (booking of bungalow, car, boat transport, cook, MEL material)
- To assist the Environmental Education Officer in the implementation of the education programme on the island, especially when snorkelling
- To ensure MEL analysis is regularly conducted as needed, to provide up-to date information for fact sheets, publications, annual status report etc at any given time
- To arrange teacher's workshops and seminars related to the education programme
- To collaborate with the Ministry of Education, Teacher Training Centres and Head Teachers regarding the planning, development and implementation of the education programme
- To plan and assist with the implementation of all other wider stakeholder EE excursions
- To achieve the education related targets of the management plan

### **Sustainable Ecotourism**

- To assist the Conservation Manager with monitoring of all environmental sustainability aspects of CHICOP operations, including: rainwater monitoring on the island and in the office, freshwater and drinking water/supply monitoring, sustainable seafood/supply monitoring, advise on local sourcing of products, waste management in the office and on the island, CO2 foot-printing, development and implementation of staff training on all aspects of environmental sustainability
- To achieve the sustainable tourism targets of the management plan

### **Communication and Outreach:**

- To interact with VIPs, stakeholders from the national and international conservation community, media and guests on the island when required, meet and greet, and be a friendly face of the Chumbe team
- To assist the Conservation Manager in representing Chumbe where necessary to VIPs, media and stakeholders from the national and international conservation community visiting the project
- To lead initiatives for local PR linked to the conservation and education efforts of CHICOP and report more widely using/being trained on different tools and social media channels under the supervision of the Project Manager
- To answer all education related emails and letters under the supervision of the Conservation Manager
- To conduct translations of education and conservation material to/from Kiswahili where required
- To liaise with community groups and participate in meetings where required with fishermen and wider stakeholders as necessary
- To liaise government activities in relation to the conservation and education work with relevant departments in the government of Zanzibar, in collaboration with the Conservation Manager
- To assist with annual Advisory Committee meetings in collaboration with the Conservation Manager and to be the CHICOP note taker
- Produce appropriate social media content of the various conservation and education programmes under the guidance of the Communications Manager

### **Island-based tasks**

- To assist carrying supplies on the island whenever EE schedule allows
- to remove litter from Chumbe Island whenever it is found and separated accordingly
- Team work and co-operation between all staff on Chumbe Island is required at all times
- The overall experience of the visitors must be considered at all times

NOTE: EE activities on the island involve physical work in the ocean. Care should be taken to ensure the activities do not unnecessarily endanger health and safety and the islands health and safety guidelines should be followed at all times.

Working shift & hours: Monday to Friday, 42 hours / week (as per Employment Act, 2005) (flexibility on work schedule anticipated depending on needs)

Line Manager: Conservation Manager