

JOB TITLE:	Head of Forests Programme
DIVISION:	Conservation Division Forests Programme

1. OVERALL PURPOSE

Context

Forests cover nearly one-third of earth's land surface area or just under 4 billion hectares and support up to 80% of the world's land-based plant and animal species. Over 60% of all bird species are forest-dependent and over 1.6 billion people rely directly on forests for subsistence, livelihoods, employment and income.

Around 40% of Earth's original forest cover has already been lost over the past three centuries. Rates of forest loss are still high, with 13 million hectares of tropical forest cleared or damaged every year, and deforestation accounts for around 12% of global anthropogenic greenhouse gas emissions. Thus, reducing forest loss and forest degradation is also vital to limiting global warming and strengthening climate change adaptation. The single biggest driver of global forest loss is agriculture, particularly commodities production. Another underlying problem is the failure to include the full economic value of forests in planning and decision-making.

Increasingly, the world is waking up to the crisis of deforestation. As the understanding of the drivers and implications of global forest loss become clear, the global community is increasing its commitment to reverse this trend. There are a growing number of political and corporate commitments being made, and a variety of funding mechanisms that seek to invest in transformative change at large scale. The voluntary carbon market has picked-up significantly in recent years and this represents an opportunity for longer-term financing and some independence from traditional project funding.

BirdLife's Forests Programme aims to deliver large-scale forest conservation and restoration, generating local and national economic benefits through biodiversity conservation, combating climate change and promoting sustainable development. BirdLife's approach focuses on locally appropriate solutions to the challenges of sustainable management, effective governance and long-term financing of forests. The programme portfolio combines our Partners' site-based work with science, advocacy and engagement at different levels to address the underlying causes of global forest loss and degradation.

BirdLife Partners work in forests around the world, incorporating conservation of core areas with threat mitigation strategies at landscape, national and global scales. This work includes "traditional" conservation approaches such as protected areas as well as supporting community-based forest management and systems-based approaches. It also includes engaging in the productive economy to improve practices, inputting to policy processes to incentivize forest conservation and restoration, and contributing to conservation and restoration science.

BirdLife International's Forests Programme aims to create synergies among our Partners and other institutions to advance these initiatives.

Additionally, BirdLife, along with Wildlife Conservation Society and the Worldwide Fund for Nature (WWF), have partnered under a collaborative initiative called Trillion Trees. A major focus of this partnership is to develop and secure new, large-scale funding for actions that increase global tree cover. BirdLife, WCS and WWF are already working together towards this vision, seeking synergies across our forest conservation initiatives to scale up efforts and catalyze others to join us and meet that goal.

BIRDLIFE INTERNATIONAL - JOB SPECIFICATION/DESCRIPTION

Purpose

The Head of the Forests Programme for BirdLife International leads and promotes its forest conservation work around the world. By working in close collaboration with BirdLife Partners and regional teams, the role advances three major objectives under its Forests Programme:

1. To conserve and restore forests in priority landscapes.
2. To advance effective approaches to address the drivers of deforestation and forest degradation,
3. To develop and promote effective approaches for large-scale, long-term governance and financing of forest conservation and restoration with a strong focus on the voluntary carbon market.

The position is based in the BirdLife Conservation Department. The Head of the Forests Programme manages a small team based largely in the BirdLife Secretariat in Cambridge, UK, and coordinates a larger team located in BirdLife regional Secretariat offices for Asia, Americas and Africa. The position requires close liaison and collaboration with forest conservation staff working in key BirdLife Partners, and with other BirdLife Secretariat staff working on science, policy and corporate engagement.

2. STAFF RELATIONSHIPS

REPORTING TO (LINE MANAGER):

Director of Conservation

REPORTING TO JOB HOLDER (LINE MANAGED STAFF):

Forests Programme Officer – Forest Restoration
Forests Programme Officer – Forest Carbon Portfolio
Other consultants as needed on part-time and/or short-term basis.

PRINCIPAL OTHER STAFF RELATIONSHIPS/RESPONSIBILITIES WITHIN SECRETARIAT:

Accountable to Management Team for delivery of the Forests Programme.
Coordinates and inputs to priorities for staff throughout the Secretariat, including but not limited to Forest Programme Coordination Team, at the planning and senior management level on matters relating to forest conservation, forest financing and project development.
Works particularly closely with Heads/Coordinators of other programmes, the Biodiversity and Business team, institutional fundraising team and regional staff linked to BirdLife's flagship forest projects.
In addition, he/she will work with Finance and Legal at various points to ensure that proposals and grants are coordinated, planned and budgeted in accordance with internal policies and best practices.

PRINCIPAL STAFF RELATIONSHIPS/RESPONSIBILITIES WITHIN BIRDLIFE NETWORK :

BirdLife Partners involved in forest conservation, including both national Partners in countries of direct conservation operations, and supporting Partners who contribute technically or financially to various programmatic outcomes.
Post-holder will provide strategic direction, advice and information as needed, and collaborate to develop large-scale project ideas, and facilitate the preparation of proposals with Partners.
The post-holder will also work regularly with Trillion Trees Management Team and Steering Committee (including staff from WCS and WWF), as well as potentially with other technical and financial collaborating organizations.

3. KEY WORKING RELATIONSHIPS

Contact	Level (1-3)	Contact	Level (1-3)	Contact	Level (1-3)
BirdLife Network Organisation Staff	3	General Public	2	Institutional policy makers /Politicians/ Corporations	3
BirdLife Advisory Groups, Committees, Reg. Councils	2	Press & Media	2	Institutional Funders	3
BirdLife Global Council	2	Regulators/Legislators/ Auditors	0	Individual donors/ members	2
Suppliers/Service Providers	2	Scientific Community	1	Royalty/VIPs/ High worth Individuals	2
Level of Contact 1.= General Informing. "Appearance, first impressions". May have some independent outside exposure and contact, primarily informative. 2.= Presenting/Representing/Reporting "Relationship management". Independent exposure representing BirdLife. Maintaining individual contacts. Usually managing information flow. 3.= Justifying/Negotiating - "Influencing decision makers". Independent exposure as lead contact, representing BirdLife to highly influential people. Responsible for complex and sensitive/high risk communications.					

4. MAIN DUTIES/WORK PROGRAMME RESPONSIBILITIES

By main work area:
<p>Deliverables for the post will be outlined in a work plan and will be agreed between the post holder and his/her line manager. He/she will have the following responsibilities:</p> <ul style="list-style-type: none"> - To lead the coordination, development, and promotion of the Forests Programme, including articulating and delivering clear expected results, high-level activities and targets congruent with the BirdLife Strategy and Secretariat work planning process, and in line with the priorities and needs of BirdLife Partners engaged in the Forests Programme. - To adapt and develop the Programme in order to capitalize on new opportunities and ways to support Partners in achieving their forest conservation and restoration aims, with a particular focus on advancing the portfolio of flagship forest landscapes. A particular focus will be on the development of, and resource mobilization for, portfolios of forest carbon, restoration and sustainable landscape projects - To support the regional BirdLife Secretariat staff in the planning and implementation of regional and national forest conservation work, and the engagement of BirdLife Partners in their regions. - To advance BirdLife's work to address the drivers of deforestation through carefully targeted interventions with private sector companies and sector groups, working closely with the Biodiversity and Business team. - To play a lead role in BirdLife's plan to significantly scale-up communications and fundraising for the operation and sustainability of the Forests Programme, and of the portfolio of flagship projects - To lead and coordinate staff working on the BirdLife Forests Programme, specifically to: <ul style="list-style-type: none"> - ensure that the composition and functioning of the team, as resources allow, is in line with the requirements of the programme;

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- ensure consistent, aligned and well-coordinated planning, implementation, monitoring and reporting of the programme across the BirdLife Partnership and Secretariat;
- represent the team at review and work planning meetings with the BirdLife Management Team;
- To support regional BirdLife Secretariat staff in the planning, design and fundraising for existing and new regional and multi-regional initiatives and projects, and where feasible and appropriate support them in their implementation.
- To liaise and build relationships with existing and potential supporters and collaborators (foundations, individual donors, multilateral and bilateral donors), lead on major fundraising, and to represent the programme at high-level international and donor meetings.
- To contribute within the Conservation Department to the overall delivery of the BirdLife strategy and in developing standards and best practice

5. LIMITS OF AUTHORITY/RESPONSIBILITY FOR RESOURCES

RESPONSIBILITY AREA	LEVEL OF AUTHORITY
Financial/Budgetary	Delegated authority from Head of Division as needed to spend from project budgets
Contracts – Funders	Delegated responsibility as needed to submit proposals and negotiate contracts
Contracts – Staff/Consultants	Delegated responsibility to propose and design new positions and recruit staff for those positions, and to hire short term/project staff/consultants and recruit interns/volunteers (resource dependent)
Contracts – Service providers	May have delegated responsibility to negotiate contracts
Legal Responsibility	May have delegated responsibility to negotiate funding contracts

6. EDUCATION/SKILLS AND OTHER SPECIAL REQUIREMENTS

REQUIREMENTS	KNOWLEDGE/SKILLS/ATTRIBUTES
Minimum General Education	Undergraduate degree in a relevant subject (eg. natural resource management, conservation, sustainable development, economics, international relations)
Job Specific Education/Qualification	Undergraduate degree in relevant subject, postgraduate desirable
Job Specific Knowledge	Knowledge of forest and/or landscape conservation issues, and related funding mechanisms and trends.
Experience	Essential Relevant professional experience, preferably in forest conservation, sustainable agriculture, rural development or a similar field; Very strong understanding of the drivers of tropical deforestation, the options to address these;

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	<p>Track record of senior programme coordination and financial management;</p> <p>Experience developing project concepts and/or building up programmes through strategic planning and fundraising;</p> <p>Proven ability to lead on complex projects involving multiple stakeholders across various sectors, geographies and cultural backgrounds;</p> <p>Proven ability to communicate, promote and raise resources for conservation work;</p> <p>Strong communication, negotiation and team building skills, and the ability to work with and influence key stakeholders and decision makers;</p> <p>Experience working in developing countries, and in-depth knowledge of at least one tropical region a strong advantage;</p> <p>Desirable</p> <p>Experience managing applied conservation projects on the ground;</p> <p>Experience in carbon markets, REDD+, PES, conservation trust funds and/or other areas of conservation finance;</p> <p>Experience or strong understanding of impact monitoring and/or the way in which data is collected and used to prioritize and assess conservation work;</p> <p>Experience making and managing grants and subgrants;</p> <p>Experience engaging with the private sector, including with corporates or smallholder-based supply chains, to achieve conservation outcomes.</p>
<p>Management & organisational skills</p>	<p>Desire to seek out, understand and incorporate the opinions and perspectives of others into the Programme design;</p> <p>Ability to network and proactively engage with other organizations, including key donors;</p> <p>Ability to motivate and collaborate with others with cultural sensitivity;</p> <p>Ability to be pragmatic, work under pressure and meet deadlines;</p> <p>Ability to manage and prioritize concurrent projects or areas of work.</p>
<p>Communications skills</p>	<p>Demonstrated ability to communicate complex processes and ideas to both specialist and non-specialist audiences;</p> <p>Ability to represent BirdLife to external audiences in a polished, professional manner;</p> <p>Storytelling and presentation skills a strong advantage.</p>
<p>Creativity & Initiative</p>	<p>Collaborative, flexible, and respectful of others' knowledge and experience;</p> <p>Desire to explore and test new ideas;</p> <p>Self-motivated, with the ability to learn by doing.</p>
<p>Computer Literacy</p>	<p>Sound skills in using MS Office, managing e-mail and using the web;</p>

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	Readiness to adopt and use new communications and collaboration technologies; Experience with GIS, and other data management software may be useful.
Languages	Complete fluency in English, both spoken and written; Fluency in Spanish, Portuguese or French a plus.
Travel requirements	Willingness to travel outside of the UK (up to 20% of time).
OTHER DESIRED/HELPFUL KNOWLEDGE/SKILLS/ATTRIBUTES	
n/a	

Prepared by:	Date:
Richard Grimmett	Revised and updated: 03/10/2022