

## POSITION DESCRIPTION

<b>POSITION TITLE</b>	<i>Water Fund and Watershed Conservation Manager</i>
<b>JOB TITLE</b>	Conservation Practitioner V
<b>JOB FAMILY</b>	Conservation
<b>JOB NUMBER</b>	450005
<b>SALARY GRADE</b>	
<b>STATUS</b>	Full-time; salaried
<b>LOCATION</b>	Kingston, Jamaica
<b>DURATION</b>	Apr 2018 – Jan 2021



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<b>ABOUT THE NATURE CONSERVANCY</b>	<p>The Nature Conservancy is a global conservation organization dedicated to conserving the lands and waters on which all life depends. Guided by science, we create innovative, on-the-ground solutions to our world's toughest challenges so that nature and people can thrive together. One of our core values is our commitment to diversity. Therefore, we are committed to a globally diverse and culturally competent workforce. Working in 72 countries, we use a collaborative approach that engages local communities, governments, the private sector, and other partners. To learn more, visit <a href="http://www.nature.org">www.nature.org</a>.</p>
<b>ABOUT THE CARIBBEAN DIVISION</b>	<p>With nearly 8,000 square miles of coral reefs, over 1,400 species of fish and marine mammals, and over 40 million people dependent upon these natural resources, the Caribbean is a global priority for conservation. TNC has been operating in the region for more than 40 years. The conservation efforts of TNC's Caribbean Division span 16 countries from The Bahamas to the Eastern Caribbean. With a staff of more than 60, an annual operating budget of over \$10M, the strategic priorities include: <b>OCEANS:</b> ensure a healthy, productive ocean that provides a source of livelihood and sustenance for people that depend on it, by creating managed areas and sustainable fishes that allow marine habitat and biodiversity to flourish. <b>CLIMATE:</b> Build resilience within communities against the impacts of climate change and protect the natural resources they depend on through nature-based solutions and <b>CORAL REEFS:</b> Restore and conserve coral reef habitat is to protect marine biodiversity and to help safeguard coastal communities against the impacts of climate change.</p>
<b>SUMMARY</b>	<p>The Water Fund and Watershed Conservation Manager is responsible for the development and implementation of water fund initiatives in Jamaica and develops, manages, and advances watershed conservation, plans, and methods for the Jamaica Programme of the Caribbean Division of The Nature Conservancy.</p>
<b>ESSENTIAL FUNCTIONS</b>	<p>The Water Fund and Watershed Conservation Manager for Jamaica is responsible for the development and implementation of water fund initiatives in Jamaica, within the context of the Coca Cola Foundation grant and the IDB-TNC Water Funds Partnership – Technical Cooperation. In addition, he or she provides technical leadership and support to the Jamaica Programme of the Caribbean Division by planning, directing and implementing watershed restoration, conservation management programs and stewardship. S/he identifies, assesses and addresses critical threats or potential risks to the water replenishment aspect of the restoration work. S/he verifies on-the-ground activities executed by implementing partners to assure compliance with goals and objectives. S/he oversees the conditions of restoration sites established in the Wagwater Watershed and makes recommendations to reorient processes and keep the programme on track.</p> <p>This position reports to the Jamaica Programme Director Hours: This is a full-time position Term: This position has an end date of January 31, 2021; an extension may be considered, but is not guaranteed.</p>
<b>RESPONSIBILITIES &amp; SCOPE</b>	<ul style="list-style-type: none"><li>• Supervise project management and goals achievement by multi-disciplinary administrative and professional staff at partner organization.</li><li>• Gain cooperation from outside parties to accomplish program goals.</li><li>• Financial responsibility may include working within/managing a budget to complete projects, negotiating and contracting with vendors, assisting with budget development, and meeting fundraising targets.</li><li>• Ensures program compliance with internal policies and external requirements.</li><li>• Under minimal supervision, makes independent decisions based on analysis, experience and judgment.</li><li>• May work in variable weather conditions, at remote locations, on difficult and hazardous terrain and under physically demanding circumstances.</li></ul>
<b>MINIMUM QUALIFICATIONS</b>	<ul style="list-style-type: none"><li>• BA/BS, natural resources or hydrology degree and 5 years' experience in natural resource management or more than 10 years of equivalent combination of education and experience.</li><li>• Written and verbal fluency in English</li><li>• Supervisory experience.</li></ul>

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- Knowledge of the working areas
- Experience using GPS and other GIS tools
- Experience using applications such as Microsoft Word, Excel, and Web Browsers.
- Experience communicating with the public and/or media both in writing and verbally.
- Valid driver license

**PREFERRED  
KNOWLEDGE, SKILLS &  
EXPERIENCE**

- Knowledge of land management conservation practice and conservation science.
- Qualified to work in Jamaica
- Ability to prepare complex technical reports on a regular basis and meet deadlines
- Experience negotiating complex agreements.
- Ability to explain conservation practices to technical and non-technical audiences
- Knowledge of current trends and practices in conservation, land management, and natural resource preservation.
- Completing tasks independently with respect to timeline(s).
- Excellent communication skills via written, spoken and graphical means in English and Spanish.

**ORGANIZATIONAL  
COMPETENCIES**

Accountability for Outcomes	Pushes for excellence. Establishes challenging goals for self and others to drive performance in support of the Conservancy's mission. Rewards behavior that achieves these standards and is aligned with the organization's mission/ values. Takes action to address performance problems in a timely and appropriate manner.
Builds Organizational Capability	Builds or adapts organizational structures to accomplish the mission and to improve performance. This includes reorganizing organizational systems, structures, processes, procedures, communication channels or reporting relationships. With the Conservancy's strategic filter in mind, determines who can contribute, gets the right people involved, and builds bench strength for the future.
Collaboration & Teamwork	Shows a willingness to put the needs and goals of a global organization before personal/local/departmental needs. Works with others across organizational boundaries. Makes decisions, sets priorities, and allocates resources to help the organization as a whole achieve results.
Communications	Effectively expresses messages verbally and in writing. Actively listens to others. Fosters open exchange of issues. Is timely with information.
Courage & Decisiveness	Makes decisions and stands by them. Makes timely decisions even under pressure and when lacking complete information. Has the courage to modify decisions and admit why and how they were wrong.
Flexibility & Innovation	Flexible to changing circumstances. Takes innovative approaches towards work. Takes calculated risks and makes dependable decisions in the face of uncertainty.
Influences for Results	Achieves results by persuading, convincing, or influencing others. Adapts approach to the individual or group and knows how and when to use complex influence strategies. Uses success stories and passion for the mission to generate enthusiasm and support.
Open to Learning	Versatile learner and committed to self-improvement. Employs strengths effectively. Willingly shares knowledge with others. Seeks coaching on areas needing improvement. Adjusts behavior/performance as needed. Views mistakes as learning opportunities.
Organizational Awareness	Understands the basics of our business. Knows how local job relates to the big picture & contributes to the overall strategy. Knows how/why things work inside TNC. Easily moves through internal networks and channels for success.

*This description is not designed to be a complete list of all duties and responsibilities required for this job.*

**HOW TO APPLY**

Visit [www.nature.org](http://www.nature.org) and apply online to job# 45948. Submit resume and cover letter as a single document using the upload buttons. All applications must be submitted in the online system prior to 11:59 p.m. Eastern Time on March 23, 2018.

If you experience technical problems with the site or application process, please contact [applyhelp@tnc.org](mailto:applyhelp@tnc.org) and include the job opening ID. Please do not send questions related to specific positions to this e-mail address as they will not be able to be answered.

*The Nature Conservancy is an Equal Opportunity Employer. Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of men and women of diverse backgrounds, beliefs and cultures. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientation, gender identity, military or veteran status or other status protected by law.*