



## **SHOAL / IUCN SSC ASAP Southeast Asia Programme Coordinator**

<b>Contract type:</b>	Depending on the location of the successful candidate, the role may be hosted by a local organisation on a fixed-term contract, or implemented through a grant agreement. (40 hours per week).
<b>Length of contract:</b>	Three-year contract (July 2024- June 2027) (717 days).
<b>Supervisor:</b>	Executive Director, SHOAL (under Synchronicity Earth).
<b>Salary:</b>	Dependent on skills and location of successful candidate.

## **SHOAL / IUCN SSC ASAP Southeast Asia Programme**

SHOAL is an initiative and programme hosted by **Synchronicity Earth** (a UK-based nature conservation charity) and **Re:wild** (a US-based nature conservation charity). The purpose of SHOAL is to support action to end the extinction of freshwater biodiversity, in particular freshwater fishes. The **IUCN SSC ASAP programme (ASAP)** is an action partnership under the IUCN Species Survival Commission aimed to mobilise conservation for the Critically Endangered species in Southeast Asia. There are 98 fishes listed under the ASAP programme.

In 2023, SHOAL and ASAP together with Mandai Nature published a *Strategic Framework to accelerate urgent conservation action for ASAP Freshwater Fishes in Southeast Asia*. This document describes the principle focus of attention for SHOAL in Southeast Asia and the strategy for ASAP to achieve their objectives for the 98 ASAP fishes.

In 2024, SHOAL launched its flagship programme, 1,000 Fishes, with the goal of mobilising action for at least 1,000 of the most endangered fish species across the world by 2035. Southeast Asia was identified within this programme as a region of the highest priority for attention.

Synchronicity Earth will provide the contract to the appointee or the host of the appointee if relevant.

### **Role and deliverables:**

The appointee shall:

- Assume the title of **SHOAL / ASAP Southeast Asia Programme Coordinator**
- Serve a probationary period of six (6) months (**Probationary Period**), during which the performance of services shall be reviewed by SHOAL.
- Undertake their duties for 239 days per year either as an independent consultant or as a staff member hosted by a SHOAL or ASAP partner.
- Report weekly to the Contract Supervisor.

## **Main Duties and Responsibilities:**

The appointee shall, for the duration of the Agreement and in accordance with such timelines stipulated by SHOAL (with agreement with ASAP) in writing:

### *Act as the focal point for SHOAL in Southeast Asia:*

- Represent SHOAL at meetings and conferences as required.
- Represent the partnership between SHOAL, ASAP and Mandai Nature on the delivery of the Strategic Framework to accelerate urgent conservation action for ASAP Freshwater Fishes in Southeast Asia.

### *Lead partnership building in Southeast Asia:*

- Support the successful implementation of the SHOAL strategy for Southeast Asia (mainly as described in the *Strategic Framework to accelerate urgent conservation action for ASAP Freshwater Fishes in Southeast Asia*).
- Support, and where appropriate lead, on the development of the SHOAL strategy and work plan for threatened fish conservation in Southeast Asia.
- Maintain and strengthen relations with SHOAL and ASAP Partners in Southeast Asia, supporting and addressing their needs, developing appropriate support networks and opportunities, and networking opportunities between Partners regarding freshwater fish and other freshwater species conservation.
- Support with the approval and onboarding process for new SHOAL and ASAP Partners from Southeast Asia.
- Support the implementation of grant programmes, such as reviewing proposals, support high-potential applicants in the application process if required, and support successful grantees throughout project implementation and reporting.
- Lead in the support and mentoring of successful grantees throughout the grant project period, both remotely and through site visits as appropriate.
- Identify the organisational development needs of SHOAL and ASAP Partners working on freshwater fish conservation both remotely and through site visits as appropriate; lead on the delivery of training or similar to address these needs.

### *Provide technical support:*

- Support partners with access to technical support where required.
- Provide data and information on the status of fish conservation and related topics in the region when appropriate or requested.
- Provide technical support related to Southeast Asia to the SHOAL core team and the ASAP secretariat.

### *Lead fundraising and reporting in the region:*

- Support, and where appropriate lead, on fundraising activities including proposal writing and reporting for SHOAL (and where relevant ASAP) activities in the region.

### *Undertake Management and Administration:*

- Support the SHOAL and the ASAP Secretariat in fundraising initiatives including donor engagement, proposal development and reporting.
- Carry out other administrative support as required by SHOAL and the ASAP Secretariat to reporting, preparing materials and information, responding to queries, and supporting in logistics and general coordination.
- Assist with data entry and tracking the impacts of SHOAL and ASAP's activities in the region.
- Represent SHOAL and possibly ASAP at meetings and conferences as required.

### *Communications and reporting:*

- Support SHOAL and ASAP communication staff with access to stories, photos, interviews and other communication materials to support external engagement and reporting.
- Liaise with SHOAL and relevant ASAP partners to ensure adequate communication materials are provided to SHOAL and ASAP to communicate activities from grantees and partners.
- Create communication materials and reports from projects and partners in Southeast Asia.

### **Requirements:**

- Minimum of a Bachelor's degree in a nature conservation related topic.
- Minimum of five years of experience in a managerial level nature conservation role.
- Experience of advising and managing nature conservation projects, preferably related to freshwater ecosystems and species. Fish conservation skills and experience is highly desired.
- Sound understanding of community-based conservation.
- Fluent in written and spoken English and preferably in at least one Southeast Asian language.
- Able to live and work in at least one Southeast Asian country.
- Proven ability to fundraise and build strong partnerships.
- Able to work independently with remote supervision.

The appointee will be required to travel frequently within the region, often to remote locations, and may be required to travel outside of the region. All travel expenses will be paid in advance to the appointee following approval by the contract supervisor and according to the policies of Synchronicity Earth.

The scale and type of remuneration will depend on the experience, location and skills of the selected appointee.

The appointee will need to supply and maintain their own computer, telephone and other necessary equipment required for to adequately meet the demands of the assignment.

The appointee will be responsible for their own taxes and insurance unless these are provided by a host organisation.

### **How to apply:**

Send a CV and cover letter outlining your experience and suitability for the role to [info@shoalconservation.org](mailto:info@shoalconservation.org). **Deadline:** 2 June 2024.



SHOAL is a programme of Synchronicity Earth and Re:wild. Synchronicity Earth is a charity registered in the UK and Wales No: 1132786 and a company limited by guarantee No: 06952204. Re:wild is a registered U.S. 501(c)(3) public charity (Tax ID 26-2887967).