

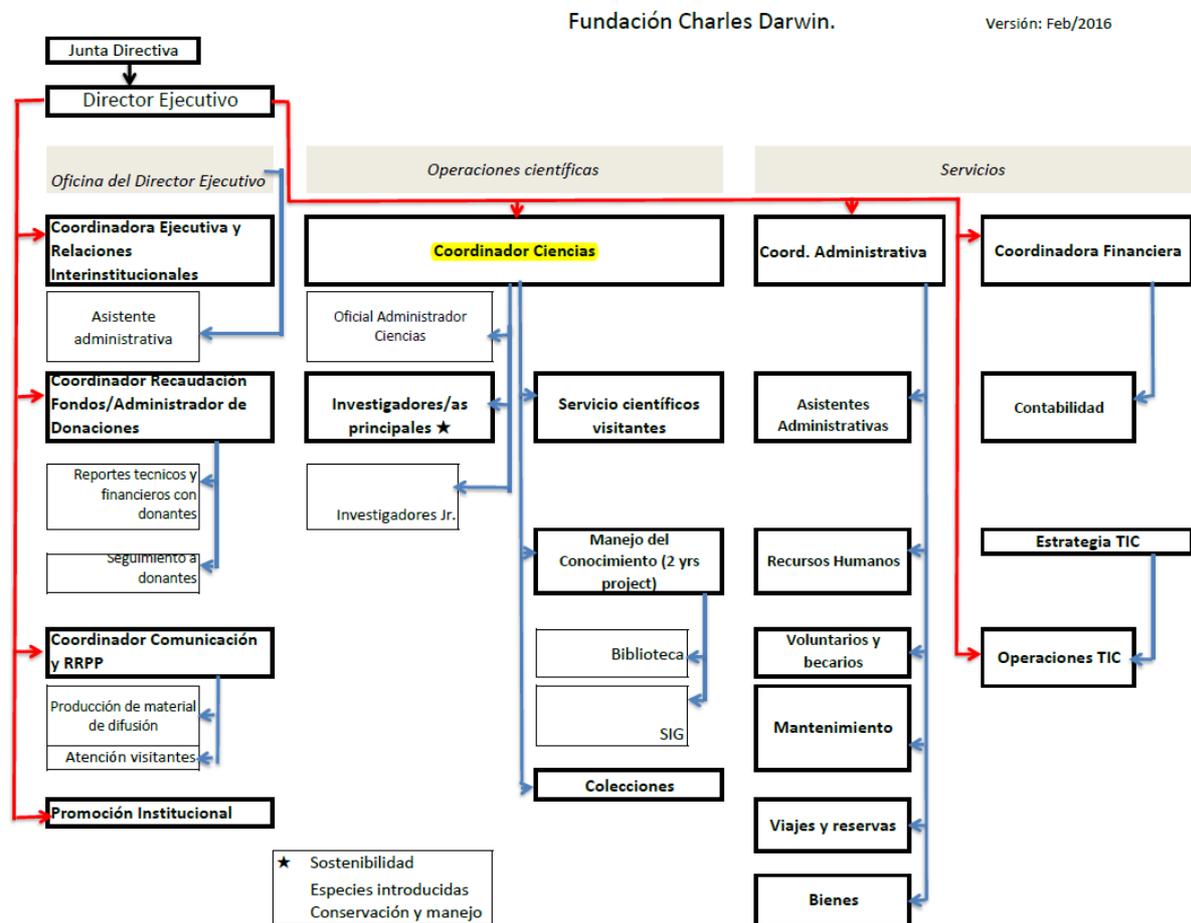
POSITION AVAILABLE

**Science Coordinator
Charles Darwin Research Station
Galapagos Islands, Ecuador**



Closing date: 15th of April, 2016

Focus: Oversees and coordinates scientific operations of Charles Darwin Research Station (CDRS), and directs other CDRS and Charles Darwin Foundation (CDF) functions as per delegation from the Executive Director. Supervised by Executive Director. Works closely with administration and finance personnel and supports fundraising activities. Supervises and receives direct support from the Science Administration Officer.



Introduction: The CDF operates the CDRS in the Galapagos Islands, a UNESCO World Heritage Site. Established in 1959 with its legal seat in Belgium, the organization’s mission is to provide knowledge and assistance through scientific research needed to guide complementary action to ensure the conservation of the environment and biodiversity of the Galapagos Archipelago. The CDF does not receive funding from the Government of Ecuador and operates on an annual budget of approximately \$3.5M. It has about 65 staff members, 70% of whom are Ecuadorian. At any given time, the organisation also employs around 30 local, national and international volunteers. It engages a network of approximately 100 visiting scientists.

This is a management position. The Science Coordinator is delegated by the Executive Director to be the person primarily responsible for ensuring that the CDRS fulfils its role in scientific output and capacity building, and delivers on the Annual Operating Plan and budget that the General Assembly and the Board review at the recommendation of the Executive Director. The candidate will work closely with the Galapagos National Park Directorate (GNPD), Galapagos Biosecurity Agency (ABG, in its Spanish acronym), Provincial Delegation of the Ministry of Agriculture, Livestock and Fisheries (MAGAP, as above) and other governmental agencies, national and international research institutions, and academia, to plan and execute relevant scientific studies and conservation measures. The candidate shall play an important role in researching, coordinating, and disseminating the science behind evidence-based conservation;

coordinated online communication and fundraising; and potentially increasing scientific knowledge and support for other World Heritage Sites and oceanic island ecosystems globally. The Executive Director, whose work is to ensure the coordination and articulation with international national institutions (government and non-government institutions), work that to a large extent is carried out on an international level, will be the candidate's direct supervisor and high level support.

Based fulltime in the Galapagos Islands, with regular national and occasional international travel.

Main Responsibilities:

- Coordinates implementation of CDF science operations. The science operations is defined as a program in the Annual Operating Plan (AOP), which is developed by the science staff, the executive team (ED, Science Coordinator, Administration Coordinator, Financial Coordinator, Communication Coordinator, Grants Manager), and external advisors. It is based on the Government identified research priorities for Galapagos and designed in coordination with the Galapagos National Park Directorate, the Galapagos Biosecurity Agency (ABG), Provincial Delegation of the Ministry of Agriculture, Livestock and Fisheries (MAGAP) and other institutions. The AOP is approved by the Board and General Assembly of the CDF. The candidate's main responsibility is to manage the science team such that the science component of the AOP is successfully executed.
- Leads, coordinates and manages the CDF's science program. This includes supporting the resident research personnel as well as visiting scientists, collaborators, and students.
- Works with the Executive Director, and other advisors in leading the design of new programs to support research and capacity building priorities of the Ecuadorian Government.
- Ensures coherent and strategic planning to fulfil the CDF's mission of supporting the efforts of the Government of Ecuador to conserve the Galapagos Archipelago.
- Oversees deployment of funds for research and capacity building projects within CDF's budget.
- Institutes and oversees data management and information sharing policy and best practices. Supports the development of the "CDF Datazone" and other aspects of the organization's management of knowledge and information sharing.
- Supports fundraising, principally through the preparation of grant proposals.
- Recruits science staff, in collaboration with Human Resources, for CDRS positions.
- Supports the Executive Director in building and maintaining alliances with external institutions.
- Assures that results from the CDRS science team are appropriately disseminated in the professional literature, as reports to stakeholders, and via online outreach.
- Represents CDF at local/national/international research events when requested.
- Supports the Executive Director in the implementation of the 2016-2018 CDF Strategic Plan.
- Completes other tasks assigned by the Executive Director consistent with execution of tasks outlined previously, and in particular in support of day-to-day necessities in operating a research station in a remote island location.
- Ensures appropriate communication and coordination with executive team for the successful and timely delivery of the science program and completion of other responsibilities.

Education/Training:

- PhD/doctorate degree obtained in the last 5 years in a field of science related to the work of the CDF, including conservation biology, natural sciences, or policy and social sciences related to natural resource management.
- Bilingual English / Spanish. Demonstrated effective communication, management and leadership skills.

Experience:

-At least 5 years of relevant research, project management, and personnel oversight experience related to conservation and sustainable development.

-Experience working in Latin America, preferably on islands. Working experience in Ecuador and/or Galapagos will have additional consideration, as will experience working in non-governmental organizations and on multi-disciplinary projects.

-A strong track record in procuring research funding, generating high-profile scientific products and publications, and successfully managing research projects.

Competencies:

Oversight: Keeps teams/sections working towards objectives by establishing measures of accountability, monitoring and measuring progress and adherence to plans and budgets, analyzing performance gaps and applying remediation as needed.

Leadership: Achieves professional respect from all members of the CDRS by providing clear directions, operating transparently, and effectively communicating with science staff while exercising effective interpersonal and leadership style that demonstrate fair and equitable treatment of all staff.

Fundraising: Secures significant research funds and effectively manages projects including tracking, personnel, reporting and funder relations.

Networking: Develops and maintains working relationships with strategic local and national institutions, identifies emerging issues relevant to the CDRS, seeks information of strategic importance, establishes strategic alliances, and promotes CDRS services.

Engagement with society: Able to interact effectively on matters of science as it relates to governance (local and national), public policy, public sector bureaucracy and social development. Candidate serves as "ambassador" for CDF science and must be skilled in diplomacy.

Terms and conditions of contract:

This fulltime position offers a three-year contract with the possibility of renewal for 5 more years depending on outcome of performance evaluation.

Annual salary plus benefits: from US 55.000 to US 60.000, according to the candidate's qualifications and experience. Package includes private medical insurance, 30 days of vacation per year, and travel expenses from and to the country of origin.

Expected date of starting in the position: 1st of June, 2016 (or earlier if possible).

How to Apply:

Applicants should send the following documentation: 1) Letter of interest (max 2 pages; please provide both in English and Spanish); 2) Resume (either English or Spanish); 3) Contact information for three professional references (incl. email addresses).

Email: science.coordinator2016@fcdarwin.org.ec

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