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## **Technical Officer, Enterprise & Finance**

“In the past century Fauna & Flora has consistently saved species from extinction and protected habitats from destruction. Their solutions have always been practical, efficient and sustainable in local circumstances.”

**Sir David Attenborough,**  
Fauna & Flora Vice-president

# Fauna & Flora

At Fauna & Flora, our shared purpose is to protect the diversity of life on Earth, for the survival of the planet and its people. We work closely with local conservation partners around the world to save nature, together. We harness this collective expertise to inspire positive change globally.

## People & Nature Programme

People & Nature programme focuses on people-centred and place-based approaches to deliver inclusive, tangible and financially sustainable outcomes for people and nature. With a range of technical expertise, the programme has teams that work across the three inter-related themes of Enterprise & Finance, Sustainable Agriculture, Governance, Equity & Rights. It supports the development of key local enabling conditions for socially just and economically-viable conservation actions.

We work with in-country teams, cross-cutting teams and diverse local partners is central to Fauna & Flora's delivery of conservation that works with and in support of rightsholders and other stakeholders, to achieve sustainable biodiversity conservation outcomes. It promotes conservation approaches that are co-designed and led by indigenous peoples and local communities, and supports the creation of the necessary tenure, governance, structural and economic conditions for these to succeed. We support projects and partner organisations in their efforts to build sustainable livelihoods and pro-conservation behaviours and to deliver sustainable local finance for both livelihoods and conservation. This is delivered through agro-ecology approaches, market systems development, nature-positive enterprise and sustainable finance mechanisms. Improving equity, recognising and respecting rights and increasing governance quality are all critical foundations for the achievement of conservation outcomes that are sustainable in the long-term. All of these are adapted and driven by well-informed understanding of local contexts and priorities.

The Enterprise & Finance team within People & Nature programme support projects in Asia-Pacific, Africa, Eurasia and Americas & Caribbean to enable establishment and growth of a portfolio of conservation enterprises and other local sustainable financing initiatives in Fauna & Flora geographies that will generate revenues to help underpin the running of conservation activities in key landscapes and/or contribute to the sustainable livelihoods of communities. We work with local communities, supply chain actors, entrepreneurs, private sector partners including investors in developing financially viable business models with visible positive impact on people and nature. We work in developing enterprises in diverse sectors including agriculture and forest product commodities, tourism and blue economy. We are exploring innovations such as inclusive conservation finance, insurance, and biodiversity funds that have clear site-level positive impacts on biodiversity and people.

## The Opportunity

Fauna & Flora is seeking qualified candidates for the position of Technical Officer, Enterprise & Finance to support the design, implementation and knowledge exchange of conservation enterprises and related local sustainable finance mechanisms that generate finance for conservation and/or improve the livelihoods of local communities at Fauna & Flora's projects around the world.

You will be supporting business model development, private sector partnerships, project management, fundraising, capacity development and communications. You will work closely with our regional programme and partners in 20-plus countries, who are working on the ground to deliver conservation impact.

You will be a highly motivated and organised individual, looking to apply your expertise in business and finance to solve conservation challenges. You will have an understanding of developing business plans and developing financial models. You will have excellent interpersonal and communication skills, including the ability to liaise across teams and cultures as well as from rural entrepreneurs to corporates and investors. You will enjoy applying your business skills to complex issues and explaining these in plain and accessible language. You will have excellent facilitation, training and coaching skills and passionate about supporting others to develop their knowledge and skills while being open to learning and able to quickly pick up new skills.

Fluency in English is essential and French is highly desirable. Knowledge of language relevant to Fauna & Flora's work, such as Bahasa, Swahili, Russian, Portuguese or Spanish, will be highly valuable.

Fauna & Flora is part of the Cambridge Conservation Initiative in The David Attenborough Building, providing a great platform for collaboration with other conservation organisations and University of Cambridge departments and institutions. You will be joining a diverse team with global responsibilities and the role offers the opportunity to work within a ground-breaking and entrepreneurial organisation, at the forefront of global conservation.

This position will be based in Cambridge with international travel as required to meet project needs.

This role is not eligible for sponsorship for a Skilled Worker Visa.

## Terms and Conditions

<b>Start Date:</b>	As soon as possible
<b>Duration of Contract:</b>	Permanent
<b>Probation Period:</b>	Six months
<b>Salary:</b>	£31,505
<b>Location:</b>	Fauna & Flora, Cambridge UK Current policy offers partial remote working within the UK
<b>Benefits:</b>	25 working days' annual holiday entitlement plus Public/Bank Holidays and any normal working days that fall between 24 December to 1 January inclusive, during which time Fauna & Flora UK offices are closed for employees on UK-based contracts,

Fauna & Flora currently provides a pension contribution of 8% of salary after 3 months' continuous employment.

Group Life insurance, currently set at a benefit of 4 x basic salary

**Hours of Work:** This is a full-time position working 37.5 hours per week, Monday to Friday inclusive.

## Job Description

**Job Title:** Technical Officer, Enterprise & Finance

**Reporting to:** Senior Technical Specialist, Enterprise & Finance

**Key Relationships:** Director, People & Nature  
Enterprise & Finance and People & Nature team members  
Finance Business Partner, Cross-cutting Programmes  
Other Cross-cutting team members  
Regional programmes and partners

### Purpose:

- Assist Fauna & Flora programme staff and partners to develop a portfolio of nature-positive enterprises & sustainable financing initiatives that generate revenues to help underpin the running of conservation activities in key land and seascapes and/or contribute to the sustainable livelihoods of communities in these sites in ways that serve to align development and conservation priorities.

### Project implementation & management

In consultation with the Senior Technical Specialist, Enterprise & Finance and other key internal staffs:

- Support regional teams and partners to assess and developing enterprise and related sustainable finance ideas, including interrogation of the conservation impact logic within the theory of change
- In consultation with Senior Technical Specialist, Enterprise & Finance, advise and build capacity of in-country Fauna & Flora staff and partners for enterprise development.
- Support business model and business plan development, including the development and evaluation of financial needs
- Contribute to the on-going development of a network of potential partners and contacts for the enterprise and finance projects.
- Collaborate with People & Nature staff to ensure programmatic impact, and that the impact monitoring requirements of funders and/or investors are met.
- Support the Senior Technical Specialist, Enterprise & Finance in project management, track project implementation, donor reporting and contracting in line with Fauna & Flora Policy and Procedures and in collaboration with the Fauna & Flora legal team.

- Ensure project management risks are identified and flagged to line manager in advance.

**Programme Development & fundraising:**

- Input to Fauna & Flora’s strategic approach to conservation enterprise and sustainable financing.
- Support development of funding opportunities as they arise, including providing technical input at the design stage to relevant funding proposals.
- Represent Fauna & Flora as required in external fora, and ensure information is fed back and appropriately circulated within Fauna & Flora

**Monitoring, Evaluation, Learning and Dissemination**

- Support the development and implementation of Fauna & Flora’s approach to Monitoring, Evaluation and Learning (MEL) of enterprises
- Support the development of varied internal communications (position statements, working papers and guidance) to raise the internal profile of Fauna & Flora’s enterprise and finance work and contribute to communicating concepts and issues appropriately to different target audiences
- Contribute to mentorship of enterprise development across the organisation and with partners as appropriate
- Undertake continuous professional development and maintain appropriate awareness of other relevant technical areas

**Other**

- With the agreement of your line manager, perform any other tasks that may be requested from time to time, commensurate with your skills, experience and role

## Person Specification

	Essential	Desirable
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Demonstrable skills in drafting business plans and financial models.</li> <li>• Excellent inter-personal and team-work skills</li> <li>• Effective cross-cultural communication ability</li> <li>• Excellent organisational skills with structured and methodical approach to work</li> <li>• Meticulous attention to detail</li> <li>• Excellent written and oral communication skills, with fluent English</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in business model canvas, participatory market system development tools, inclusive finance products (loans &amp; insurance).</li> <li>• Excellent facilitation, coaching and mentoring skills</li> <li>• Fluency in written and spoken French and other language skills relevant to Fauna &amp; Flora work e.g. Bahasa, Swahili, Spanish, Russian.</li> </ul>

<b>Knowledge and experience</b>	<ul style="list-style-type: none"> <li>• Understanding of developing business models and writing business plans</li> <li>• Demonstrable experience in project management and donor reporting.</li> </ul>	<ul style="list-style-type: none"> <li>• Undergraduate level qualification or equivalent experience in economics, business management, rural development or other relevant discipline</li> <li>• Experience working for NGOs rural entrepreneurship and sustainable supply chains.</li> <li>• Experience working in developing countries</li> </ul>
<b>Behavioural qualities</b>	<ul style="list-style-type: none"> <li>• Resourceful and solutions focused approach Demonstrates Fauna &amp; Flora's values</li> <li>• Excellent team player with the ability also to work well under own initiative</li> <li>• Passionate about working with a wide range of different people and supporting others to develop their knowledge and skills</li> <li>• Willingness to learn and acquire new knowledge/skills</li> <li>• Highly collaborative and able to builds effective working relationships within and across teams</li> </ul>	
<b>Other</b>	<ul style="list-style-type: none"> <li>• Commitment to Fauna &amp; Flora's mission and vision</li> <li>• Willingness to travel internationally, including to remote areas</li> <li>• Pre-existing right to work in the UK</li> </ul>	

## Fauna & Flora Values

Values underpin who we are and how we act. Just as values shape who we are as individuals, they define us as an organisation, creating the culture of success for which Fauna & Flora is renowned. Our people exemplify our shared values, which are interconnected and interdependent:



- We act with integrity
- We are collaborative
- We are committed
- We are inclusive, supportive & respectful
- We get things done

## How to Apply

Applications should consist of the following:

- Covering letter explaining why you are applying, relating your experience and skills to the role
- Full CV
- Contact details for two referees (who will not be approached without your permission)

Applications should be submitted to [Amy.Ainsworth@fauna-flora.org](mailto:Amy.Ainsworth@fauna-flora.org)

Please mark your application '**Technical Officer, Enterprise & Finance**' and indicate in your covering letter where you saw the position advertised.

The closing date for applications is **20<sup>th</sup> May, 2024**. Interviews are likely to be held during the week commencing **27<sup>th</sup> May, 2024**.

No agencies please.

Regrettably, due to limited resources and the high number of applications we receive, we are only able to contact short-listed candidates. If you do not hear from us within four weeks of the closing date, please assume that you have not been successful on this occasion.

## Applicants with Disabilities

Fauna & Flora encourages applications from individuals with a disability who are able to carry out the duties of the post. If you have special needs in relation to your application, please contact Jade Bedwell, People Adviser, by Email: [jade.bedwell@fauna-flora.org](mailto:jade.bedwell@fauna-flora.org)

**Fauna & Flora values diversity and is committed to equality of opportunity**