

Job Description: Project Coordinator

Position: Project Coordinator

Duration: 1 year initially, with the possibility of extension to three years.

Start Date: Immediate start date, subject to work permits.

Location: ORKCA Namibia, farm Kum Kum. Housing & vehicle allocated.

Leave: 5 weeks

Reports to: ORKCA Chief Executive Officer, Andrea Pawel

About ORKCA and Natural State:

ORKCA (Orange River Karoo Conservation Area) is a non-profit conservation organization that brings together land units to form a large continuous conservation area dedicated to the benefit of local communities and wildlife. ORKCA also supports the community-owned conservancies of southern Namibia. Natural State is a non-profit based in Kenya which catalyzes large-scale restoration globally by revolutionizing impact monitoring, developing new financial mechanisms and supporting local leaders.

Job Summary:

The Project Coordinator will play a key role in managing the Rolex Perpetual Planet Grant donated to Natural State to be piloted at ORKCA for expanding the organization's landscape footprint and implementing carbon and biodiversity monitoring initiatives. The coordinator will serve as the bridge between ORKCA and Natural State, collaborating closely with the Natural State team based in Kenya to develop methodologies and oversee the pilot project's implementation on ORKCA's grounds.

In partnership with Natural State, we will use cost-effective, rigorous, and verifiable impact measurement systems developed specifically for an arid conservation landscape to underpin the sale of integrated high-quality credits. With Natural State and their best-in-class partners, we will be using aerial and ground level remote sensing data, including aerial scans, LiDAR technology, camera traps, and acoustic sensors, along with satellite data, to measure changes in carbon and biodiversity as the land transitions from a degraded to a restored state. This data will be used to inform AI modeling systems that will enable the analysis of vast datasets to quantify impact over time.

The technology will be used to measure different impact parameters, such as above-ground carbon, soil organic carbon, species richness, relative abundance, functional diversity, and financial benefits to local communities, providing the rigor and transparency needed to catalyze nature-based solutions markets.

All of the resulting data will be extremely useful in modeling for similar properties within the wider ORKCA landscape, as well as being scalable to other arid and semi-arid landscapes.

The Project Coordinator will be responsible for the coordination of further projects as ORKCA continues our fundraising efforts and more grants are successful.

Responsibilities:

Project Management:

- Responsible for the planning, execution, monitoring and reporting of the Natural State Grant.
- Develop a detailed project implementation plan, including budget, timelines, deliverables, and milestones.
- Coordinate and collaborate with internal and external stakeholders to ensure project objectives are met effectively.
- Work closely with ORKCA's Head of Finance to manage the budget.
- Report to ORKCA's CEO monthly on project progress, challenges and content for communications with the donor.
- Recruit the necessary field staff and manage the staff.

Methodology Development:

Work closely with the Natural State team in Kenya to develop appropriate methodologies for expanding ORKCA's landscape footprint and implementing carbon and biodiversity monitoring.

Conduct research and analysis to inform the development of effective conservation strategies and practices.

Pilot Project Implementation:

- Lead the pilot project implementation on ORKCA's premises, ensuring adherence to project goals and objectives.
- Oversee data collection, analysis, and reporting related to carbon and biodiversity monitoring.
- Collaborate with relevant teams and departments within ORKCA to ensure successful project execution.

Reporting and Documentation:

- Prepare regular progress reports and updates for Natural State, highlighting project achievements, challenges, and recommendations.
- Maintain accurate project documentation, including data records, project plans, and relevant communications.

Stakeholder Engagement:

- Foster strong relationships with key stakeholders, including local communities, government agencies, and partner organizations.
- Represent ORKCA in meetings, workshops, and conferences related to the project, sharing knowledge and experiences.

Qualifications and Requirements:

- Master's degree in a related field such as conservation, environmental science, or biology.
- Proven experience in project management, preferably in the field of conservation or environmental initiatives.
- Strong knowledge and understanding of carbon and biodiversity monitoring methodologies.
- Excellent organizational and time management skills, with the ability to prioritize tasks and meet deadlines.
- Effective communication and interpersonal skills, with the ability to work collaboratively with diverse stakeholders.
- Proficiency in data analysis and reporting, with experience using relevant software and tools.
- Flexibility and adaptability to work in a dynamic and evolving environment.
- Knowledge of the local context and conservation challenges in Namibia would be an advantage.

Note: This position requires travel to project sites, long drives and participation in fieldwork activities.

How to Apply:

Interested candidates are invited to submit their resume/CV along with a cover letter explaining their qualifications and interest in the position. Please send your application to Andreia Pawel andreaia@orkca.org

We thank all applicants for their interest, but only those selected for an interview will be contacted.

Deadline for Application: July 10th

Please note that the job description may be subject to change as per the organization's requirements.

Salary will be dependent on experience.

Organization Name: ORKCA

Website: <https://orkca.org/>

Contact Information: CEO Andreia Pawel andreaia@orkca.org