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JOB DESCRIPTION

Position title: Policy Officer, Wildlife Trade and Wildlife Crime

Reports to: Head, Natural Resources

Grade: P1 (Professional)

Supervises: Consultants if required

Date: July 2021

I. Mission of the department

WWF's mission is to stop the degradation of the planet's natural environment and to build a future in which humans live in harmony with nature. The European Policy Office contributes to the achievement of WWF's global mission by leading the WWF network to shape EU policies impacting on the European and global environment. WWF EPO aims to speak with One Voice in Europe together with the WWF network.

II. Major Functions

The Officer will provide technical support and develop and implement WWF policy and advocacy strategies vis-a-vis the EU institutions and support WWF International on international fora on wildlife trade and wildlife crime matters for EU matters in line with the WWF network positions. S/he will coordinate the related activities of WWF offices in EU member states and overseas.

III. Position Profile

Champion, coordinator, policy advocate, communicator, point of reference, ensuring consistency and cohesiveness on policy issues relating to multilateral agreements connected to wildlife crime issues and Network policy.

IV. Major Duties and Responsibilities

- Represent the Wildlife Practice within the EPO on matters relating to legal wildlife trade and wildlife crime, and the interaction of these with other aspects of the EPO's work, including the Birds and Habitats Directive, fisheries and timber policy, and overseas development aid;

- Coordinate network positions on EU matters and ensure knowledge exchange and information transfer with the relevant WWF offices, particularly EU offices and WWF International;
- Manage and coordinate efforts to raise the profile of legal wildlife trade and wildlife crime issues in the EU and by doing so, support WWF on a global scale, and WWF's role in addressing these;
- Influence EU policies and actions related to legal wildlife trade and wildlife crime, and coordinate policy matters on those issues among WWF offices located in EU countries;
- Monitor the EU's performance to ensure that the EU delivers on its commitments against wildlife crime (including the EU Action plan against wildlife trafficking) and report progress on a regular basis;
- Provide policy advice to the Wildlife Practice and the WWF network on the workings of the European Union;
- Represent the Wildlife Practice at relevant meetings with the EU Institutions and, where necessary, at meetings of the Commission on Crime Prevention and Justice and related bodies, including UNTOC and UNCAC;
- If relevant for EU matters, attend formal CITES meetings, including meetings of the Conference of the Parties, the Standing Committee, the Animals Committee and the Plants Committee, with a view to forging contacts and to providing backup to the practice on wider issues related to EU matters;
- Liaise with EU institutions on legal wildlife trade and wildlife crime issues;
- Liaise with the Permanent representations of EU Countries on legal wildlife trade and wildlife crime issues;
- Develop and maintain contacts with other NGOs, TRAFFIC in particular, and UN agencies at a European level;
- Advise European media on legal wildlife trade and wildlife crime issues, as necessary, via the EPO's media and communications teams;
- Maintain professional knowledge and keep abreast of emerging issues in the area of EU relevant legal wildlife trade and wildlife crime matters.

V. Staff Profile

Required Qualifications:

- Post graduate degree, Master's degree or PhD preferably, in the field of political sciences, EU affairs or international relations, law, natural resources management, biological sciences, zoology, conservation biology, or commensurate experience combined with a strong professional affinity for the skills and competencies required for the position;
- At least 3 years of experience in EU policy advocacy;
- At least 3 years of experience related to wildlife conservation policy;
- Good technical knowledge of biodiversity conservation in general, and species conservation in particular;
- A good knowledge of EU structure and politics, CITES knowledge would be an asset;
- Direct work experience with an international conservation NGO or government agency.

Required Skills and Competencies:

- Strong and proven policy coordination skills, analytical skills and communication skills (written and oral);
- Strong networking and team building skills appropriate for a multicultural and multidisciplinary environment.
- Diplomatic and multicultural skills;

- Excellent oral and written presentation skills, rigour and ability to translate technical information for a non-technical audience;
- Ability to translate a technical debate in an easy, communicable message;
- Fluency in English (written and spoken), working proficiency in other languages would be an asset;
- Ability to travel is essential for this position;
- Identifies & aligns with the core values of the WWF organisation: Courage, Respect, Integrity, Collaboration.

VI. Working Relationships

Internal - Works closely with: all relevant staff of relevant WWF entities, including the EPO, the Wildlife Practice and its wildlife crime programme and CITES expert, as well as other relevant Practices (particularly, Forests and Governance), WWF Offices (particularly EU offices), National Organizations and TRAFFIC.

External - Close coordination and liaison with, EU institutions, EU-based NGOs, UN agencies, IUCN and the CITES Secretariat.

This job description covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff. Other tasks may be assigned as necessary according to organizational needs.