

WCMC



**AD1405 Senior Senior Programme Officer - Nature
Economy**

Application Pack



ABOUT WCMC

WCMC is a UK-based registered charity that operates in seamless collaboration with the UN Environment Programme World Conservation Monitoring Centre (UNEP-WCMC).

UNEP-WCMC is a specialist Centre on biodiversity, and nature's contributions to society and the economy. The Centre is confronting the global crisis facing nature through its unique position in ensuring science, knowledge and insights shape global and national policy, and by working with partners around the world to build capacity and create innovative solutions to environmental challenges. The Centre uses its position as a respected custodian of powerful and trusted environmental data to create positive impact for people and nature.

"We are in a make or break decade for nature with WCMC set to play a pivotal role in ensuring humanity finally begins to reverse the catastrophic loss of biodiversity globally."

Jonny Hughes, WCMC CEO



Thank you for your interest in the role of Senior Programme Officer.

We are seeking a Senior Programme Officer to join our growing Nature Economy team, working at the junction between biodiversity and the economy.

This post holder will play a critical role in enhancing our technical expertise on natural capital approaches bridging the interface between public and private sectors. The successful candidate will have expertise in effecting change and will promote the transformation of economic policies and models working across our National Capital Approaches and Economic Transformations Focal Initiatives.

ABOUT THE TEAM

The UN Environment Programme World Conservation Monitoring Centre (UNEP-WCMC) strives for a sustainable world for biodiversity and people. One of the impact areas in UNEP-WCMC's strategy is Nature Economy, where we enable and empower leaders across all sectors of the economy to act for nature.

We support businesses, financial institutions, and governments, to ensure they have the knowledge, tools and capacity to measure and account for their impacts and dependencies on natural capital so they can implement actions towards a nature-positive future. This post will support the Focal Initiatives: Natural Capital Approaches and Economic Transformations in developing and implementing projects that would strengthen and increase impact towards a nature positive society. The post holder will provide technical expertise within the Nature Economy Impact Area in support of the UNEP-WCMC strategy. In addition, the post holder is expected to work across disciplines and within multidisciplinary teams for the delivery of multiple and complex projects.



ABOUT THE ROLE

Job Description

Main Purpose of the job

UNEP-WCMC plays a crucial role in delivering a better understanding of the multiple values of nature to society and the economy, and in using that knowledge to drive action towards a nature-positive world. We provide governments and businesses worldwide with the best available information, knowledge and innovative tools on biodiversity and its values for mainstreaming and integration into evidence-based decision-making and investment planning. This post will play a critical role in providing technical expertise on natural capital approaches bridging the interface between public and private sectors.

In addition to technical leadership, the post holder will oversee and manage multiple and complex natural capital projects, with a particular focus on biodiversity. Working across disciplines, the post holder is also expected to develop a pipeline of projects for expanding the Centre's portfolio applying and influencing globally accepted methods/standards to understand the costs and benefits of protecting and restoring nature. The post holder will have expertise in effecting change and will promote the transformation of economic policies and models including as they relate to the private sector. The post holder will also contribute to the implementation of the Centre's strategy and development of projects focused on transforming the economy and applying natural capital approaches.

Key Areas of Responsibility

The post holder will be expected to contribute technical expertise in the following areas:

- Understanding and promoting the role of different actors in catalyzing the transition to a socially just and ecologically sustainable economy
- Promoting natural capital approaches including natural capital/ecosystem accounting – especially in relation to the development of methodologies, tools, and mechanisms to enable the incorporation of biodiversity values into corporate & private sector decision and planning processes.
- Mapping and valuing ecosystem assets and services to promote a better understanding of how natural capital can be considered in business processes and value chains.
- Cross-sectoral efforts to develop and promote more integrated use and management of natural capital, aligning incentives across the social, economic and environmental pillars of sustainable development.
- Strategic development of the priority areas for the Nature Economy team and UNEP-WCMC as a whole.

As part of their role, the post holder will also be expected to:

- Oversee, manage and develop a pipeline of multiple and complex projects that include both public and private sector actors and stakeholders.
- Collaborate with other economists globally and across sectors, building relationships and expanding the networks with partners, clients, and contractors.
- Build and develop technical capacity both internally and with stakeholders and clients. Line manage and mentor members of staff.
- Represent UNEP-WCMC globally at relevant conferences, workshops, and other specialist meetings (both online and in some cases in person) and oversee the organisation of such meetings where required

Other Duties

The position may require international travel on behalf of the Centre. The post holder would undertake any other duties as may be required from time to time commensurate with the level of the post and adhere to such targets as may be communicated by the line manager from time to time.

Person Specification

Qualifications/Education

Essential:

- Undergraduate degree and master's level qualification in a field related to environmental economics or natural capital approaches.

Experience

Essential:

- Proven experience working with international organisations, government agencies or the private sector on topics related to natural capital approaches, environmental economics or ecosystem accounting.
- Assessment, including measurement of impacts and dependencies, of economic activities on biodiversity and natural capital, and familiarity with existing and emerging private sector standards, frameworks and tools.
- Managing strategic partnerships with a variety of stakeholders, such as governments, NGOs, businesses, and financial institutions.
- Demonstrated track record in the development and delivery of multiple complex and inter-disciplinary projects, including managing project teams and partner relationships.
- Conception, development and application of technical methodologies/ tools/ approaches based on nature-related data to support evidence-based decisions.
- Experience overseeing high-quality and evidence-based delivery.
- Experience in managing and coaching staff.

Desirable:

- Experience in the development, innovation and/or direct implementation of corporate biodiversity management approaches and associated policy.
- A track record of securing significant funding from the private sector, funding bodies or foundations, financial institutions, research institutions, UN organisations or similar.
- Experience developing alliances and partnerships (demonstrated by an extensive network of contacts in the international conservation, business and/or financial communities).
- Experience working in a language other than English.

Skills

- Strong interpersonal and project management skills, attention to detail, and the ability to manage and motivate staff to deliver high-quality outputs on time and within budget.
- Excellent writing and proofreading skills to produce and review concise, compelling and clear information for a range of technical and non-technical audiences.
- Excellent communication skills, including writing, presentation and facilitation skills to a range of audiences, at different technical levels and through a variety of media.
- Ability to credibly represent the organization at a senior level.
- Strong critical, analytical, and innovative thinking skills.
- Fluency in written and spoken English is essential to this role, with fluency in another UN language highly desirable.

Type of Person Required

The successful candidate will be highly motivated, strategic and innovative. They will be passionate about supporting the development and implementation of biodiversity and natural capital approaches as they relate to the private sector. They will couple a rounded understanding of biodiversity science with an appreciation of private and financial sector culture and operations and the need for a practical approach. Their creativity and enthusiasm for developing and implementing innovative but pragmatic projects that support effective biodiversity management will be evident.

They will demonstrate excellent project management and partnership management skills. They will take an ambitious approach to delivering and developing UNEP-WCMC's engagement in the field of economic transformations and natural capital approaches while demonstrating a keen understanding of the strategy of the organisation and its role in informing global decision-making. They will display the ability to influence and enhance people, projects and partnerships and have excellent communication skills. They will have a keen eye for detail and careful attention to assuring quality in all deliverables and outputs.

With a proven ability to synthesise and analyse both scientific and policy material and to write and present persuasively, the successful applicant will also have solid organisational skills, and be comfortable demonstrating leadership across a wide-ranging technical field. They will maintain a flexible approach to project management and work planning, such that they are in a position to identify and take advantage of emerging opportunities.

OUR OFFER

Job Title: Senior Programme Officer

Team: Nature Economy

Reporting to: Principal Specialist

Job Reference: AD1405

Start date: July 2023

Salary: GBP £38,000 to GBP £44,000 per annum, depending on skills and experience

Contract: Permanent, Full-time

Location: The post holder will be expected to reside in the UK. We have a flexible hybrid working policy in place, for further details, please see below. We are usually able to offer visa sponsorship to the preferred applicant.

This is not a United Nations Post. This position is with the charity WCMC, working in collaboration with UNEP.

As a minimum we aim to match market rates for the conservation charity sector in Cambridge and invest a lot of effort to benchmark our salaries, ensuring that people are rewarded fairly for their role. To add to this, we offer some great benefits - here are the highlights:

- 12% non-contributory pension after 1-year of service (8% after three months).
- Annual cost of living increase and regular salary reviews.
- Good opportunities for progression and promotion around a fifth of staff gaining promotion annually.
- Flexible hybrid working policy which allows multiple combinations of home, office and remote working, including working from anywhere in the world for up to six weeks. The WCMC Flexible Working Policy is a pilot scheme, whereby employees are required to attend the Centre (office) in person for a minimum of 2 days a month. All employees MUST reside in the UK and live within a suitable distance of Cambridge to attend the office in line with the Flexible Hybrid Working Policy.
- Life assurance against death in service (4X annual salary).
- Company sick pay which increases with term of service.
- Generous annual holiday allowance of 25 days (FTE), increasing by one additional day each full calendar year worked up to 30 days.
- Scheme to buy or sell annual leave where staff can choose to 'buy' annual leave days or 'sell' unused leave.
- Generous maternity leave, shared parental leave and adoption leave policies that cover 18 weeks at 90% pay after a qualifying service period. Also four weeks paid paternity leave and one week paid grandparents leave.
- Unpaid sabbatical scheme which applies after at least 12 months continuous service with WCMC.
- Free parking at the Huntingdon Road office.
- Eye test costs covered and a contribution of £50 towards prescription glasses if your optician agrees that you need them for VDU use.
- Excellent training and development opportunities, designed for every career stage, with five days minimum training annually for every employee. This can be used flexibly for training courses, attending conferences, webinars or workshops, coaching and mentoring, shadowing or practicing skills or reading.
- Cycle to work Scheme which helps spread the cost of purchasing a new bike.
- Fantastic shared social space and kitchen facilities with free tea and fresh coffee.
- Employee assistance programme and bereavement line to offer help and advice to staff and their families on matters related to wellbeing, finances, relationships, family and more. This includes a number of free counselling sessions if they are needed.
- Brilliant social committee which organises regular fun events and social gatherings.
- Caring Staff Liaison Committee that listens and makes recommendations on continuously improving the working experience for staff.
- Focus on environmental sustainability kept in check by our Environment Committee.
- Free annual flu vaccine.
- Interest free study loans (subject to conditions).
- A diverse and inclusive workplace with over 40 nationalities represented on the staff.

Training

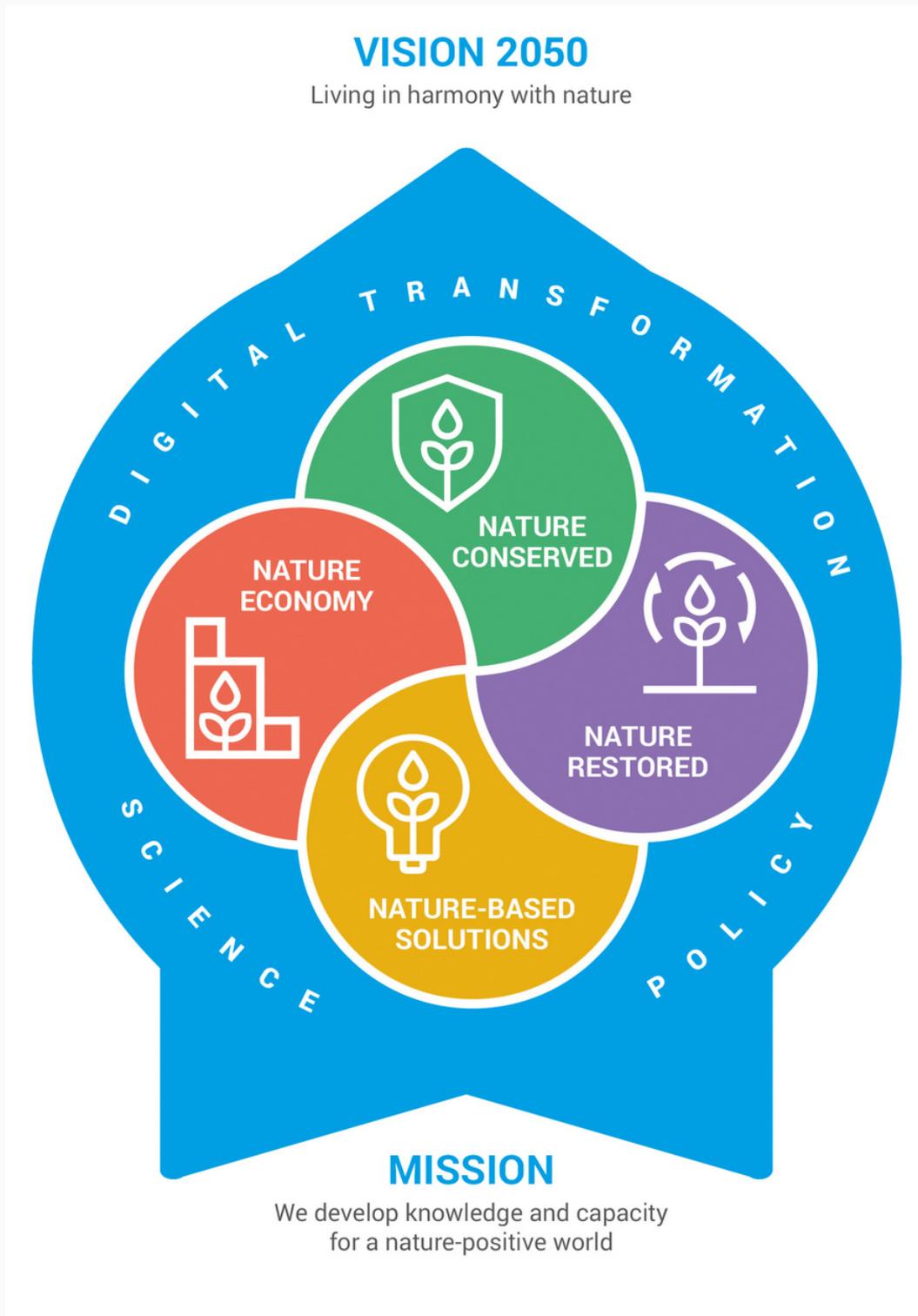
Our aim is to do our best for every person who works for us, so that they build their skills and knowledge over their career with us, and when they leave (some never do!) they are better placed to move onto the next stage of their career.

We have a comprehensive induction programme that spans the first 6 months including what's critical in the first week, first month, and then monthly afterwards.

- We encourage everyone to use 5 days for their own personal development each year;
- Standard training courses which include: management development; coaching culture; resilience; negotiation; pitching and closing a deal, for example.
- We also design our training and performance development reviews and organise bespoke training courses that meet the skill gaps in the organisation and fulfil the training needs of the people within it.
- Peer-to-peer learning from our community of experts, taking advantage of the breadth and depth of knowledge and experience across the organisation.
- Internal and external invited speakers, workshops and talks that anyone can join or initiate.

UNEP-WCMC Strategy

UNEP-WCMC delivers its strategy through four independent impact areas which are complemented by three cross cutting innovation areas.





The people

We have around 200 amazing people who make up our organisation. We are a really friendly bunch of professionals and do not think a single person has ever left the organisation without saying that it is the people that make the organisation fantastic and how much they will miss them when they leave. We truly do have world class scientists and professionals!



The culture

The WCMC culture is very supportive. There are lots of ups and downs in life, and we want to support our people through the difficult patches, so they can flourish again. We have a free employee assistance line that is available to all employees and their families and offers 6 remote counselling sessions and other advice services.

We have redesigned our kitchen and library to make a fantastic social space where you can have a quiet chat or a loud lunch with your colleagues! We have lots of outdoor space including a wildlife pond, which is a popular area for outdoor meetings and relaxation. We also have tea every Wednesday afternoon, with locally homemade cakes and catch up with everyone and everything that is going on at WCMC.

We are affiliated with Cambridge University, and have rooms in the David Attenborough Building that we can use when we wish. UNEP-WCMC is also a member of the Cambridge Conservation Initiative and we often collaborate with our CCI colleagues in our work.

WCMC attaches great importance to addressing safeguarding and ethical considerations in all activities carried out by its staff, including where partner organisations or individuals are part of the delivery of our work. This includes children and vulnerable adults in the community who may be vulnerable to abuse. WCMC acts with integrity, is transparent and expects applicants to share the same values.



Diversity

We really take our diversity seriously, as we operate globally and need to have the people perspectives within the organisation, to fully understand our clients and partners that we work with. Our aim following the introduction of the points based immigration system was to increase our diversity not only in our range of nationalities, but in all protected characteristics (age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex).

WCMC has a sponsorship licence and always take the best candidate for the role from a whole range of applicants and offer sponsorship to those that require it. We have people that have worked for us for more than 30 years, and our fantastic internships often attract the best and brightest graduates.

HOW TO APPLY

If you are looking for a rewarding and motivating post, we want to hear from you.

Please complete our [application form](#) and send it together with your [2 page CV](#) and a [short covering letter](#) through this [link](#).

We screen candidates based on skills and experience and not their personal details.

Please do not include a photograph on your CV, and note that any applications which include a photograph may be automatically rejected.

Closing date: 25th June



WCMC

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www.unep-wcmc.org