

## **Service Provider – Training and Capacity Building for ROUTES Partnership (INT361.00)**

The Reducing Opportunities for Unlawful Transport of Endangered Species (ROUTES) Partnership brings together government agencies, transportation and logistics industry companies and representatives, international conservation, development and law enforcement organisations and donors in order to disrupt wildlife trafficking activities and forms a key element of the concerted international response to addressing wildlife poaching and associated criminal activities worldwide.

The goal of the ROUTES Partnership is to disrupt wildlife trafficking by reducing the use of legal transportation supply chains.

The objectives being pursued to achieve this goal are:

- Objective 1: Improve the data and analytics on wildlife trafficking within passenger and cargo supply chains for evidence-based focused action.
- Objective 2: Engage corporate leadership to collaborate to combat wildlife trafficking.
- Objective 3: Improve the ability of transportation personnel to assist law enforcement to combat wildlife trafficking.
- Objective 4: Integrate wildlife trafficking into relevant industry standards and protocols.
- Objective 5: Increase passenger and client awareness of wildlife trafficking issues.

### **Purpose of Job**

Provide assistance under objective three of the ROUTES Partnership INT361.00, through close collaboration with the Training and Capacity Building Coordinator and Training and Capacity Building Officer.

### **Key Outputs**

1. Provide support for the development of training materials and the organization of training courses under the ROUTES Partnership.
2. Liaison with relevant companies, organizations, government agencies and TRAFFIC and ROUTES Partner offices.

### **Major Activities**

1. Participate, assist and support TRAFFIC's input in capacity building activities for objective three of the ROUTES Partnership, including: assessments, training sessions, workshops and development of training materials.
2. Assist in the development and updating of training materials for the project with liaison with the ROUTES Partnership, other TRAFFIC offices, relevant companies, organisations, government agencies and other TRAFFIC offices.
3. Provide support for the organization of logistics for training courses under the ROUTES Partnership.

4. Undertake other work as required and instructed by the TRAFFIC SEA Acting Regional Director and Senior TRAFFIC SEA staff which falls under the ROUTES Partnership.
5. To participate wholeheartedly in the general activities of TRAFFIC Southeast Asia, particularly events and activities that require the full support and participation of all staff, whether or not the focus of any particular event or activity has any bearing on your job description and assigned project objectives and activities.

### **Specifications**

1. A diploma or degree in conservation, education, environment or biology.
2. A minimum of 3 years working experience in wildlife conservation.
3. Must be computer literate and able to use appropriate technology for presentation.
4. Excellent written and spoken English is essential.
5. Good interpersonal skills, writing and presentation skills and able to work in a team and independently.
6. Good understanding of current issues especially having knowledge on environmental and conservation issues.
7. Malaysian citizen or permanent resident.

### **Working Relationships**

1. Develop a close professional working relationship with the Training and Capacity Building Coordinator to whom you will be reporting to, respectively on all related matters and maintaining a good working relationship.
2. In the absence of your supervisor, you should consult the Acting Regional Director.
3. Whilst a one-to-one relationship with the Training and Capacity Building Coordinator and relevant individual members of the governing bodies, private sector is critical, the job requires teamwork at all operational levels. Expected to work with others in team-spirit for the good of the organisation and towards meeting its conservation objectives.
4. Nurture and maintain positive relationships with WWF-Malaysia staff members, Malaysian NGOs, government agencies that have conservation objectives and goals that are similar or complementary to those of WWF-Malaysia.

### **Confidentiality Resources & Authority**

1. This job may from time to time involve access to confidential data, which should not be divulged to external bodies without the prior consent of the Training and Capacity Building Coordinator and Acting Regional Director.
2. Expected to take the initiative on behalf of the Training and Capacity Building Coordinator in carrying out specific tasks and make decisions relevant to area of

designated responsibility in events or emergency or where urgent attention is required, especially when the Training and Capacity Building Coordinator and Training and Capacity Building Officer are away from the office base and not available for advice.

3. All information and material collected during the course of the project / work as well as all outputs shall remain the property of TRAFFIC Southeast Asia. However, the Acting Regional Director of TRAFFIC Southeast Asia may grant permission in writing for exclusion of this condition under special circumstances, if applied for by members of staff.

### **Application**

If you are interested in applying for this consultant position, please submit a cover email outlining your suitability for the position and your CV.

Applications should be submitted to [claire.beastall@traffic.org](mailto:claire.beastall@traffic.org)

Deadline for all submissions is **15 September 2018**

Contract duration : 12 months.