

Term of Reference

Job Title: Temporary Analyses Support

Location: DAB, Cambridge, UK

Contract: Consultancy mid-December 2018 to mid-March 2019

Payment: £3,000 - £4,000 per full calendar month dependent on skills and experience

Each CITES Conference of the Parties (CoP) meeting is an opportunity for Parties to propose changes to the species listed in the CITES Appendices. At CoP17, held in South Africa in 2016, a total of 62 proposals were made, which covered a diverse range of species from rhino, to sharks, to trees and snakes.

Ahead of each CoP, IUCN and TRAFFIC work intensely to produce the *IUCN/TRAFFIC Analyses of the Proposals to Amend the CITES Appendices*. The Analyses aim to provide an objective assessment of the proposals against the trade and biological criteria elaborated in Resolution Conf 9.24 (Rev CoP 17) and other CITES Resolutions and Decisions. For CoP18 (May 2019), The Analyses will also consider issues of implementation and the likely impact of the proposed listing on the conservation of the species. The goal of The Analyses is to highlight relevant information on which the Parties can base their judgements, and while this cannot be exhaustive due to the limited timeframe, it should always be factual and objective.

We are looking for two dedicated, highly motivated and organised people to work on The Analyses for CoP18 from (mid) December 2018 to mid-March 2019.

Successful applicants must be available for training in December, and then full time from 2nd January to 15th March 2019. The project is carried out on a very tight timeframe and will likely involve the regular need to work long hours and with flexibility. The successful applicants will be required to be based in TRAFFIC's Cambridge (UK) office for the duration of the project and will work closely with the rest of The Analyses Team.

Tasks

- Conduct desk-based research of published and grey literature, and analyse existing legal and illegal trade data where relevant
- Correspond with experts via email/phone
- Write concise, factual summaries assessing proposals against relevant criteria
- Review, edit and format documents
- Additional tasks when required to ensure the smooth, timely publication of the Analyses.

Requirements

- Masters in Conservation Biology or similar qualification, or equivalent experience.
- Good research and literature review skills.
- Good knowledge of CITES including experience of using the CITES Trade Database.
- Ability to correspond professionally with experts.
- Ability to rapidly read and digest information.
- Excellent verbal skills, both written and spoken English.
- Fluency in French and/or Spanish desirable.
- Ability to work under pressure.
- Flexibility to work long hours when required
- Good organisational skills.
- Proficient with Microsoft Word and Excel, as well as email and browsing the web.

Applications

If you are interested in applying for this role, please send a cover letter and your CV to Willow Outhwaite at willow.outhwaite@traffic.org by 15th November 2018.