



Position:	Conservation Equity Officer
Reports to:	Terrestrial Manager
Location:	Suva, Fiji
Scope/Capacity:	Country
Position Type:	Fixed term full-time Contract (12 months, with possible extension)
Division:	South East Asia Pacific Region

About WCS

The Wildlife Conservation Society (WCS) is an international non-government organisation committed to working with communities, government, and other partners to sustainably manage Fiji's natural resources and safeguard its biodiversity through supporting integrated land- and seascape management. WCS has been working in the country for over two decades (www.fiji.wcs.org).

Job Purpose

The Conservation Equity Officer (hereafter the "Officer") will play a crucial role in the country program, ensuring that gender equity and social inclusion (GESI) considerations are integrated into project implementation, with a particular focus on the Climate Adaptation and Protected Areas (CAPA) initiative. This initiative will implement nature-based solutions to strengthen climate resilience and safeguard biodiversity in Ra, Tailevu and Bua provinces. The role is an exciting opportunity for a passionate and dedicated individual to make a real difference.

Major Responsibilities

- Lead the preparation of project gender equity and social inclusion strategies
- Lead gender-sensitive planning, implementation, and monitoring for country program activities
- Be the country program focal point and provide technical guidance on gender mainstreaming and social inclusion
- Support the implementation of landscape and watershed management activities, with a focus on the CAPA project
- Conduct training and technical guidance
- Produce outreach and awareness materials
- Provide gender-based inputs to support resource mobilisation and project proposals
- Ensure compliance with financial, procurement and record keeping systems
- Promote inclusivity and positive team culture by upholding the WCS code of conduct, addressing conflicts and supporting diversity
- Represent WCS-Fiji and provide inputs in relevant forums
- Liaise with and foster positive working relations with government ministries and other stakeholders
- Assist with the preparation of donor reports
- Other duties as assigned by the Terrestrial Manager and / or Country Director

Minimum requirements and job skills:

- A bachelor's or master's degree in gender studies, social sciences, conservation, or a related field
- Proven experience in integrating gender considerations into development and / or conservation projects
- Understanding of gender issues and dynamics in Fiji
- Ability to work effectively with stakeholders, including local communities and government agencies
- Good communication and presentation skills
- Knowledge of *iTaukei* language is an advantage
- Proficient in using office applications (MS Word/Excel/PowerPoint) and web-based platforms
- Driver's License is an advantage

Salary

The starting salary for this position will start from **FJD 44,100**, with additional benefits as outlined in the WCS-Fiji HR Manual

Application process

Please email a letter of application and curriculum vitae to acaginitoba@wcs.org with the subject line: *Application for Gender and Social Inclusion Officer*. Applications will be accepted until 5:00 PM (Fiji time) on 7 February. Only short-listed candidates will be contacted.

WCS is an equal opportunity employer, and the organization complies with all employment and labor laws and regulations that prohibit discrimination in hiring and ensures that candidates from all backgrounds are fairly and consistently considered during the recruitment process. We are dedicated to hiring and engaging a diverse workforce. We are committed to cultivating an inclusive work environment and look for future team members who share that same value. The organization provides equal employment opportunities for all qualified candidates. The organization does not discriminate for employment based on gender, race/ethnicity, religion, color, national origin, sex, age, disability, marital status, sexual orientation, citizenship status, caste, genetic information or any other covered status or characteristic protected by laws and regulations/and similar categories.

It is everyone's responsibility to ensure that we do not tolerate discrimination or harassment based upon a person's membership in one of these protected categories in areas such as recruitment, selection, job assignment, supervision, training, promotions, job grading, transfers, termination, compensation, benefits, educational opportunities, WCS sponsored recreational activities and facilities.

The organization complies with the spirit and intent of relevant local laws and WCS's employment policies.