

UNIVERSITY OF OXFORD
DEPARTMENT OF ZOOLOGY
TINBERGEN BUILDING
SOUTH PARKS ROAD OXFORD OX1 3PS

Administrator:
Miss E A Stedman

Ref: AT08046

Field Coordinator (Ethiopia)
The Wildlife Conservation Research Unit (WildCRU), University of Oxford

Grade 6 £24,403 - £29,138 per annum
(Fixed term post of two years with an extension depending on funding,
start date Spring 2009)

Further Particulars

The successful candidate will be seconded to the Ethiopian Wolf Conservation Programme (EWCP), an initiative funded chiefly by the Born Free Foundation, in collaboration with Ethiopia's Wildlife Conservation Department and the Orominia Regional Government. The Field Coordinator will be responsible for implementing all aspects of the EWCP in Ethiopia, helping to promote the conservation of the wolves and their habitat and liaising between different GO and NGO institutions and EWCP personnel.

The Field Coordinator will manage the day-to-day monitoring of the wolf population, disease management, community education and other programme activities in Bale, Arsi and North Ethiopia, under the direction of Dr Claudio Sillero, who has overall responsibility for the programme. The Field Coordinator will implement the annual objectives, as set by Dr Sillero and assist with developing and administering programme budgets. The Field Coordinator will chair the Conservation Committee, update Dr Sillero on annual reports, publish technical and popular accounts and serve as a spokesperson for the programme in Dr Sillero's absence. The Field Coordinator will supervise a team of 6 people, under the overall management of Dr Sillero. All work will be carried out in close collaboration with federal and regional counterparts.

While in Oxford the Field Coordinator will be an integral part of the WildCRU community at Tubney House, assisting graduate students with their research plans, writing up his/her own research and contributing to fund raising efforts.

Requirements

Essential attributes:

- The successful candidate must have a degree relevant to wildlife conservation, with at least 5 years experience with wildlife conservation and/or natural resources management in developing countries, preferably in Africa.
- Strong communication skills, with an aptitude to work with people of all backgrounds, such as local communities, government officials and international donors.
- Proven leadership skills, coupled with enthusiasm for working with a large team and numerous collaborators and stakeholders.
- Ability to adapt to changing circumstances and cope with uncertainty and emergencies.
- Good management experience, including personnel management, training, administration and financial skills.

- Good practical skills, including assessment and supervision of maintenance needs for vehicles and structures.
- Previous experience with project design, writing proposals and fund-raising.
- Demonstrable commitment, initiative, enthusiasm, patience, a strong work ethic and problem-solving abilities.
- Strong communication skills in written and spoken English, including technical reports, scientific papers and project proposals.
- Good presentation skills.

Desirable attributes:

- Practical skills, including mechanics, understanding of building and building maintenance.
- Good head for figures and finances.
- A liking for mountain work in often isolated and rainy conditions.
- Broad knowledge of conservation biology and community education.

Terms

The FC will be based in the Bale Mountains, Ethiopia, for up to 9 months a year, spending up to two months in Oxford University.

Additional benefits will include:

- Furbished, two-bedroom house in Dinsho, Bale Mountains National Park (incl. TV and satellite decoder)
- Shared house and office in Addis Ababa
- International medical insurance, including emergency evacuation cover
- 6 weeks of holidays per year
- Air travel UK – Ethiopia at least once a year
- Reasonable personal use of a project vehicle.

An initial contract of two years will be offered, subject to a rigorous **three-month probation period**, however potential candidates should ideally be considering a longer-term commitment. Living conditions in Bale are simple and there are minimal social services and opportunities (medical facilities, schooling, etc.) for families.

How to apply:

Applications including curriculum vitae, covering letter and contact details of two referees should be sent to the Personnel Office, Department of Zoology, Tinbergen Building, South Parks Road, Oxford, OX1 3PS by the closing date or email to recruit@zoo.ox.ac.uk quoting reference number AT08046 "Ethiopia Field Coordinator" in the subject line. The closing date for applications is noon on 17 October 2008.

Within your covering letter please provide concise answers to the following questions:

- Why have you applied for this position?
- What is your single most important personal characteristic that you would bring to this job?
- What is the single most important technical expertise that you would bring to this job?
- What has been your single most important career accomplishment to date?
- What would you most want to accomplish in this job?

Please note that the quality of your covering letter will be a key factor used to evaluate applications. All applications that respond to the questions listed above will be acknowledged. Interviews will be held in Oxford in early November 2008.

For more information about WildCRU (www.wildcru.org) and EWCP (www.ethiopianwolf.org)

WORK VISA

Applicants who would need a work visa if appointed to the post are asked to note that under the UK's new points-based migration system they will need to demonstrate that they have sufficient points, and in particular that:

(i) they have sufficient English language skills (evidenced by having passed a test in basic English, *or* coming from a majority English-speaking country, *or* having taken a degree taught in English)

and

(ii) that they have sufficient funds to maintain themselves and any dependents until they receive their first salary payment.

Further information is available at:

<http://www.ukba.homeoffice.gov.uk/workingintheuk/tier2/generalarrangements/eligibility/>

DEPARTMENT OF ZOOLOGY

The Department of Zoology has long had an international reputation for research in whole organism biology, based on rigorous theoretical foundations. More recently, with the injection of substantial outside funding, purpose-built accommodation, and a new generation of faculty, it has expanded its horizons by building on its strengths. The animal behaviour, ornithology and ecology groups have been supplemented by equally strong groups in the epidemiology of infectious disease, evolution, comparative developmental biology, entomology and cell biology. Although each group has its own identity, research area and seminar series, an increasing proportion of the Department's research output reports inter-group projects.

The Zoology building, shared with Experimental Psychology, was first occupied in 1970, and has recently undergone extensive internal renovation to produce new teaching, bioinformatics, DNA sequencing, and ancient biomolecules research laboratories. The University Field Station at Wytham and Tubney House (the headquarters of the Wildlife Conservation Research Unit) are also part of the Department of Zoology. Although the Department's research vision remains influenced by those who went before (such as Charles Elton, David Lack and Niko Tinbergen) our more recently honoured senior staff such as Professor Sir John Krebs, Professor Lord Robert May and Professor Sir Richard Gardner have contributed new research directions and the recruitment of the next generation of biologists. The Department comprises approximately 50 members of academic staff and research fellows (nine of whom are Fellows of the Royal Society), 80 research assistants and 160 graduate students. While the Department remains one of Zoology, it has close teaching and research ties with the Departments of Plant Sciences, Biochemistry, Genetics, Anthropology, and the Sir William Dunn School of Pathology.

General Information and Conditions

Referees

The University will assume that it is free to approach referees at any stage unless the candidate clearly stipulates otherwise (*i.e. candidates who wish a referee or referees to be approached only with their specific permission and/or if they are being called for interview are asked to state such requirements explicitly alongside the details of the relevant referee(s).*

Security/Proof of Identity

The Department may undertake pre-employment identity and security checks on an applicant. Original documentation may be required to verify an individual's identity and academic qualifications.

Probationary Period

There will be a probationary period of **3 months**.

Annual Leave

The annual leave allowance is normally 38 days, per year, (this figure of 38 includes 8 public holidays). The actual distribution of annual holidays, excluding the public holidays, is subject to the agreement of the Head of Department and normally comprises 20 personal days during the whole leave year and five days at Christmas and five days at Easter when the Department closes down).

Pension Scheme

Staff under the age of 60 are normally eligible to join the University's Superannuation Scheme, a contributory scheme. Subject to the Statement of Pensions Policy, which is issued with letters of appointment, all new staff are automatically treated as members unless they give notice in writing to say they do not wish to take part in the scheme. All staff joining the pension scheme are also automatically enrolled in the University's Salary Exchange scheme for pension contributions from three months after the date of joining the pension scheme. A new employee may opt out of Salary Exchange (by giving notice in writing at least one month before being automatically enrolled). The University also offers a Stakeholder pension scheme which most employees may join either instead of, or in addition to, the main scheme.

Maternity/Paternity Scheme

The University has a generous maternity leave scheme and also offers paternity leave to expectant fathers and partners and adoption leave. It offers subsidised nursery places and tax and National savings schemes. However, please note that there is a long waiting list for nursery places. It is particularly important to refer to the website <http://admin.ox.ac.uk/eop/child> for further information including up to date information about the length of the waiting list and alternative sources of information about childcare in the Oxford area.

No smoking

The University has a no smoking policy. Smoking is not permitted within the Department of Zoology.

Car Parking

The University operates a car parking permit scheme and applications are processed in accordance with agreed guidelines, since parking spaces are strictly limited. A fee is charged (reviewed annually).

Equal Opportunities at the University of Oxford

As an Equal Opportunity employer, we positively encourage applications from people with different backgrounds. All our jobs are filled in line with our equal opportunities code of

practice, which helps us make sure that men and women, people of difference races and those with disabilities are all treated fairly.

Policy Statement

The policy and practice of the University of Oxford requires that all staff are afforded equal opportunities within employment. Entry into employment with the University and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of his or her gender, marital or civil partnership status, sexual orientation, religion of belief, racial group, age, or disability (<http://www.admin.ox.ac.uk/eop/policy/index.shtml>).

Data Protection

All data supplied by applicants will be used for the purposes of determining their suitability for the post and will be held in accordance with the principles of the Data Protection Act 1998 and the University's Data Protection Policy.
