



P.O Box 98353
Windhoek, Namibia
Tell: +264 61 230 888
Fax: +264 61 237 0
Email: applications@nacso.org.na

Job Opening :

Job title: Natural Resources Management Working Group (NRWG) Co-ordinator

Closing date: 26 February 2024

NRWG Coordinator

The Natural Resources Working Group is a voluntary association of natural resource specialists from NGOs and government ministries that work collectively to support conservancies and improve natural resource management in Namibia. The NRWG's main activity is supporting monitoring and adaptive natural resources management in communal conservancies. In addition, the NRWG supports natural resources management activities, communication, coordination, utilisation and management planning, as well as human resource development, and mapping and information science.

Job Description:

- Act as the main contact point for the Natural Resource Working Group;
- Coordinate the annual workplan of the NRWG and facilitate and manage the budget;
- Manage contracts for the NRWG, including short-term consultants;
- Implement and manage the NRWG business plan with a particular focus on sustainable financing;
- Manage the Wildlife Utilization Component of the NRWG;
- Facilitate data collection and maintenance, technical reporting and materials production for the NRWG; and



- Monitor and identify threats at all levels in the CBNRM programme and proactively work towards eliminating or reducing these.

The applicant should meet the following requirements:

- Minimum Master's degree in Natural Resource Management / Environmental Management / CBNRM or a related field.
- Minimum of five to ten years of experience in environmental management, project / programme administration, management and/or implementation.
- Interest in nature conservation; a strong background in Environmental Impact Assessment processes and Safety, Health and Environment issues would be recommended.
- Additional experience with vegetation management and control would be a distinct advantage.
- Excellent command of English, including communication, writing and reporting skills.
- Enthusiasm for fieldwork.
- Driver's licence (non-negotiable) and ability to drive a 4x4 vehicle.
- Namibian citizenship or permanent residence.

Other Skills and Competencies:

- Demonstrated experience in implementing, and coordinating projects.
- Skills in project planning, financing, management and implementation.
- Experience working with government and with donors / international aid agencies.
- Excellent inter-personal skills, including the ability to develop and maintain strong professional relationships at all levels, including with local communities, government agencies, the NGO sector, and the scientific community.



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- Report writing skills and communications skills in English. Command of other local languages would be an advantage.

Duty Station

The successful candidates will be based in Windhoek, with a significant amount of travel time in the field.

All applications should be supported with certified documents. Any qualifications obtained outside of Namibia should have an evaluation report from NQA.

Applications should be emailed to applications@nacso.org.na or dropped at the NACSO offices, 7 Rossini Street, Windhoek West.

Only shortlisted candidates will be contacted, kindly take note that no applications will be returned.