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**Vacancy Announcement**

**Consultancy:  
Coordinator for the Lesser White-fronted Goose  
Single Species Action Plan**

***Closing Date: 14 December 2007***

**Responsibilities**

Under the overall supervision of the Executive Secretary of UNEP/AEWA, and the day to day supervision of the Technical Officer, the consultant will be responsible for the following activities and/or delivering the following products:

1. Liaising with the compiler of the revised Single Species Action Plan (SSAP) BirdLife International European Division in order to finalise the plan following the comments of the range states on the latest draft;
2. Preparing the SSAP for submission to the AEWA governing bodies (Standing Committee and Meeting of the Parties) for approval;
3. Organising editing and publishing of the SSAP in paper version and on the AEWA website;
4. Establishing and servicing the International LWfG Working Group and its meetings;
5. Establishing and servicing the Steering Committee for LWfG captive breeding, reintroduction and supplementation in Fennoscandia and its meetings;
6. Establishing and supporting a communication and information platform for the LWfG range states to which the SSAP applies;
7. Assisting the range states and other stakeholders in implementing the SSAP, including fundraising;
8. Preparing regular updates on the progress in implementation and achieving the goals of the SSAP;
9. Organising updates or revisions of the SSAP, as necessary;
10. Establishing and maintaining an information resource base (scientific articles, popular articles, images, maps, observation records, etc.) for the species;
11. Encouraging range states of the species to ratify AEWA if not done so as yet;
12. Performing other duties as assigned by the Technical Officer or the Executive Secretary.

**Qualifications**

- University degree in environmental or biological sciences or some related disciplines is required;
- At least 2 years of professional and relevant work experience in nature conservation and working experience in international and multi-cultural environment is required;
- Diverse scope of knowledge in species and general nature conservation, including communication and stakeholder involvement;
- Good communication skills (spoken and written).

**Other desirable skills**

- Good knowledge of the software used by the UNEP/AEWA Secretariat being Microsoft Office (Word, Excel, Access, Powerpoint, Outlook), Internet explorer, Adobe Acrobat is desirable.
- Knowledge of website maintenance would be an asset.

**Languages**

- Fluency in written and spoken English is required. Knowledge of Russian would be an asset.

**Duration of Contract**

- The duration of the contract will be 12 months (extendable, funding permitting);
- Starting date will be preferably January 2008;
- Post is based at the Agreement's Secretariat offices in Bonn (Germany) at the new UN campus which is a non-smoking environment.

**Salary**

All applicants should state their expected gross monthly fee in euros.

The UNEP/AEWA Secretariat looks forward to receiving applications from interested candidates by 14 December 2007 together with a letter of intent and a detailed Curriculum Vitae. Please send these to Ms. Jolanta Kremer ([jkremer@unep.de](mailto:jkremer@unep.de)), UNEP/AEWA Secretariat, reference "Coordinator for the Lesser White-fronted Goose Action Plan". Only the short listed candidates will be contacted.