

## **CONSERVATION SCIENCE COORDINATOR JOB DESCRIPTION**

Coral Triangle Center (CTC) is a foundation based in Indonesia with regional scope and global impact. Established in 2010, CTC works closely with local communities, private sector, governments, and partners to strengthen marine resource management in the Coral Triangle to protect coral reef ecosystems, ensure sustainable livelihoods and food security. We support on-the-ground conservation in Bali, Maluku, as well as in Timor-Leste. We lead learning networks of women leaders and marine protected area practitioners in Indonesia, Malaysia, Philippines, Papua New Guinea, Solomon Islands, and Timor-Leste. CTC is developing its Center for Marine Conservation in Bali as an integrated learning space for training programs, outreach activities, interactive exhibits, and artistic and cultural performance to influence millions of people to care for our oceans and those who depend on it. CTC is also a certified training center of Indonesia's Government - Ministry of Marine Affairs and Fisheries (MMAF) and an official partner of the Coral Triangle Initiative on Coral Reefs, Fisheries, and Food Security.

### **ESSENTIAL FUNCTIONS**

**The Conservation Science Coordinator** represents and advocates for a scientific perspective on all aspects of CTC's operations. S/he assists the Executive Director (ED) in developing CTC's long-range strategic plans while supporting CTC's core programs, cross-cutting initiatives and the Center for Marine Conservation programs by providing general scientific input. S/he keeps up-to-date on relevant coral reef and marine protected area (MPA) research, restoration, conservation and management strategies and mentors technical staff to build internal capacity in scientific skills, methods and technologies.

S(he) will continue to develop and update the training and learning programs with state-of-the-art science in the field of tropical coastal zone management and ecosystem approach to fisheries by working closely with CTC Senior Program Manager.

S/he supports the Executive Director (ED) and Senior Management Team in writing proposals and reports as requested. S/he is the key liaison for technical partnerships and works closely with the CTC Marine Conservation Advisor and Senior Program Manager on government and external relations.

S/he supports CTC's reef health monitoring activities, including SCUBA-based field surveys, across all of CTC's MPA sites. S/he leads the management, analysis and interpretation of field data to produce technical reports and scientific publications, and s/he supports the development of MPA zoning systems and management plans.

S/he provides scientific input into CTC's reef rehabilitation initiatives, developing ecological restoration and monitoring plans and protocols as necessary.

As part of CTC's outreach strategy, s/he supports formal and informal learning networks and organizes meetings, workshops, social media groups and opportunities to collaborate on topics such as routine ecological monitoring, coral bleaching episodes, crown-of-thorns starfish outbreaks, and reef rehabilitation techniques.

S/he supports the Center for Marine Conservation by reviewing and suggesting content for Fun Learning Activities and exhibits. S/he supports knowledge management (KM) within the organization by helping to develop an internal KM strategy that maximizes sharing and learning across programs; procedures for documenting, validating, updating, using and sharing information and knowledge within and outside of CTC; and an IT system design that adheres to KM best practices while facilitating the workflows of CTC staff.

**The Conservation Science Coordinator** reports to the Executive Director and works closely with the Senior Management Team.

#### **REQUIRED QUALIFICATIONS, KNOWLEDGE AND SKILLS:**

- Master's degree in Coastal Zone Management, Fisheries Management, Marine Ecology or a related degree with at least 10 years' experience in managing marine conservation/environment programs;
- An extensive network with universities, research facilities and international NGOs;
- Excellent verbal and technical writing skills in English and preferably Bahasa Indonesia, with a proven record of scientific publications
- Substantial theoretical knowledge and practical experience with MPAs, marine spatial planning, resilience-based management, ecosystem-based management, coastal ecosystem restoration, and other coastal and marine conservation tools
- Knowledge of the Coral Triangle Initiative (CTI) and working experience in at least three of the six Coral Triangle countries: Indonesia, Timor-Leste, Solomon Islands, Papua New Guinea, Philippines and Malaysia;
- Diving skills with a valid license of at least the Divemaster level or equivalent with 200 dives
- Experience conducting SCUBA-based coral reef ecological monitoring surveys
- Advanced skills in database management, statistical analysis, technical reporting and presentation
- Proficient with the Microsoft Office suite; Data MERMAID platform (<https://datamermaid.org>) for managing reef monitoring data; GIS software for spatial data management and cartography; and other software and coding languages associated with data cleaning, recoding, analysis and visualization such as R and Python

- Ability to manage multiple priorities; develop work plans; set and meet deadlines; conduct standard business communications; and write reports, especially scientific reports • Flexibility to work overtime when needed

**RESPONSIBILITY/OVERSIGHT—FINANCIAL AND SUPERVISORY CAPACITY:**

- Supervises no staff but may oversee and direct work of office or field volunteers, interns or partners
- May purchase equipment and supplies as provided for in budget and in consultation with and by review and approval of supervisor
- May assist with budget preparation, monitoring and other project-related administrative tasks

**COMMUNICATIONS/INTERPERSONAL CONTACTS:**

- Ability to work cooperatively with colleagues, sometimes under pressure
- Ability to communicate clearly—both orally and in written form—with the public (including local community members and foreign visitors), donors, scientists, government representatives, NGOs and other professionals
- Research and provide a variety of information to staff and others as necessary, contributing to conservation projects and assisting workflows throughout the organization

**WORKING CONDITIONS/PHYSICAL EFFORT:**

The Conservation Science Coordinator may work in variable weather conditions, at remote locations, on difficult and hazardous terrain, and under physically demanding circumstances. The position will be based in Bali; no relocation costs provided. Evening and weekend work to achieve program goals may be required, and travel may be required at short notice and possibly to remote and distant locations.

Please send your CV through email: [hrecruitment@coraltrianglecenter.org](mailto:hrecruitment@coraltrianglecenter.org)  
(Applications accepted until the position is filled.)

**Coral Triangle Center is an Equal Opportunity Employer**