

CONSERVATION INTERNATIONAL JOB DESCRIPTION

Position Title:	Private Sector Engagement Specialist (Especialista en vinculación con el sector privado)		
Program and Division:	Ecuador	Americas Field Division	
	Department/Program Name	Division Name	
Supervisor:	Javier Vargas	Norht Amazon Landscape Manager, CI-Ecuador	
	Supervisor Name	Supervisor Title	
Employment Type:	<input checked="" type="checkbox"/> Regular <input type="checkbox"/> Fixed Term (6 months or less) <input type="checkbox"/> Other (Specify)	Scheduled Hours:	<input checked="" type="checkbox"/> Full time <input type="checkbox"/> Part time 80% <input type="checkbox"/> Part time 60% <input type="checkbox"/> Other (Specify)
Reason for Job Description:	<input checked="" type="checkbox"/> New Position <input type="checkbox"/> Revise Open Position Updated duties* <input type="checkbox"/> Update Employee File	Position Location:	Quito with trips to the Northern Landscape of the Amazon when necessary

**HR determines if updated duties qualify for salary adjustment*

Summary: *Internal overview of the position- not intended for job advertisement.*

First paragraph: Primary job function. Position reporting line and fit into divisional structure.

Second paragraph: Outline of primary duties. Duties should be general descriptions and not time sensitive.

The *Private Sector Engagement Specialist* supports the successful execution of the “Landscape-Scale Conservation in the Ecuadorian Amazon” project in the North Amazon Landscape funded by Procter and Gamble (P&G). This project aims to create a model that balances economic production and environmental protection, while improving local and Indigenous livelihoods through better governance, forest management, and sustainable production practices. Under the supervision of the North Amazon Landscape Manager, the Private Sector Engagement Specialist will design and lead a private sector engagement strategy for the project and participate in roundtables and committees involved with the private sector, identifying strategic opportunities for collaboration and engagement, leverage funds, positionate nature and conservation values within the sector, and support the team in connecting landscape work to markets, effectively and value chains strategies. The Specialist will also visualize strategies to integrate multi-stakeholder and multi-sector participation at a landscape level, in close coordination with the Sustainable Production Specialist and Community Conservation Coordinator.

The Specialist works in close collaboration with CI-Ecuador’s Amazon Program Director, North Amazon Landscape Manager and teams across the Amazon, as well as with corporate, NGO, industry association, and in some cases government partners to achieve project objectives. The Specialist does not have direct supervision responsibilities but coordinates with other teams across CI.

Key Responsibilities:

The tasks, duties and responsibilities of the position that are most important to get the job done.

List those which are most significant first considering complexity, impact of error and frequency. Duties less than 5% should not be listed separately.

Should not be time dependent or too specific to be irrelevant in subsequent years.

Other duties as assigned should be included for all positions to allow flexibility/minor changes and temporary assignments.

Key Duty/Responsibility	Percentage of time
<p>Private sector engagement and strategy</p> <ul style="list-style-type: none"> • In close coordination with the North Amazon Landscape Manager and the Amazon Program Director will: <ul style="list-style-type: none"> ○ Support in the development and implementation of a private sector engagement strategy for the project, including sustainable and deforestation-free production and bioeconomy initiatives. ○ Identify strategic opportunities for collaboration and engagement with private sector t. ○ Participate in platforms and committees involved with the private sector, especially linked to value chains, and develop trust relationships to position CI's mission and work. ○ To position nature and conservation values within the private sector. • Lead the palm value chain strategy for the North Amazon Landscape: <ul style="list-style-type: none"> ○ Represent CI at palm oil industry events and within multi-stakeholder initiatives such as RSPO, participation in the Interinstitutional Committee on Sustainable Palm Oil (CISPS), and others. ○ Serve as an internal point of contact for field and global programs, providing information on deforestation-free palm oil in Ecuador's Northern Amazon and support in assessing and cultivating opportunities for deforestation-free palm oil projects. • Support in advancing Step 2 of the RSPO Jurisdictional Approach certification, including the following aspects: <ul style="list-style-type: none"> ○ Jurisdictional Entity legally established with a Multi-stakeholder Board in place ○ Oil palm planted areas and land bank of all producers, millers, refineries, and crusher and refinery facilities spatially mapped ○ LUCA completed with (potential) liability declared and made public ally available ○ FPIC procedures and guidelines completed for the jurisdiction ○ Regulation on use of fire, fire prevention, and control measures in place ○ Legal gaps identified on the differences between RSPO P&C and jurisdictional law and policies. • Develop the strategy for a second commodity (cocoa, coffee, beef) according to the discussions with the team of the project. Include the value chain and main producers in the landscape. • Strategize and execute sustainable production and sourcing. <ul style="list-style-type: none"> ○ Coordinate and communicate with CI-HQ, as needed, regarding private sector engagement and definition of jurisdictional models for sustainable commodity production and sourcing. ○ Act as primary point of contact with commodity value chains in the Northern Amazon Landscape and support in negotiations with the private sector. • With the Monitoring and Evaluation manager, compiles and maintains updated information on progress, achievements, lessons learned, actions and strategic results. • As needed, prepares technical reports of meetings or events, and key actions developed, as well as collaborates to prepare the semiannual and annual reports to P&G. 	50%

<ul style="list-style-type: none"> Coordinate with the project's Sustainable Production Coordinator when necessary. 	
<p>Capacity Building and Partner Management</p> <ul style="list-style-type: none"> Build and establish trusted relationships with key stakeholders including local governments, companies, investors, banks or cooperatives, farmers and community organizations. With the project team, identify areas for capacity building to meet market demands. Manage, monitor and develop the work with corporate partners. Ensures partners have the required technical information and framework needed to achieve action plans with conservation and sustainable production outcomes. Ensures that corporate partners meet CI-Ecuador's Social and Environmental Safeguards through the partnerships established. 	20%
<p>Contribute to Excellence in Operations at CI-Ecuador</p> <ul style="list-style-type: none"> Ensure compliance with established CI accounting principles and donor regulations, providing support documentation as needed and on time justifications. 	10%
<p>Fundraising and communications</p> <ul style="list-style-type: none"> Contribute to CI-Ecuador and the Amazon Program's sustainability through the development of fundraising proposals, based on identified needs and potential opportunities for strategic investments. Develop content for external communications, which may include presentations/speeches, web content, blogs, scientific papers and/or public reports to share learnings and or communicate program objectives. Provides relevant information for the development of news, videos, editorial material, and other contents for its publication in the organizations' channels. 	20%

Education, experience, skills and abilities

The requirements listed below are representative of the minimum level of knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

QUALIFICATIONS

- Bachelor's degree. Advanced degree or graduate studies preferred.
- 5-7 years' work experience in managing conservation, sustainable agriculture, value chain work and private sector engagement.
- Proven experience developing strategies for private sector engagement and market linkages.
- Proven ability to understand, interpret and apply technical and scientific information and data to achieve tangible results.
- Knowledge of the political, social, cultural, environmental, and development context in Ecuador.
- Excellent oral, written and interpersonal communication skills in English and Spanish.
- Strong attention to detail and organizational and time management skills.
- Proven ability to work in a team environment and work well across cultures and within and across organizations.
- Proven ability to multitask and meet priorities. Comfortable working in a fast-paced environment with changing priorities and under minimal supervision.
- Knowledge of the agricultural sector in Ecuador, specifically the palm oil sector, is highly favorable.
- Proficient in Microsoft Office.
- Fluency in English required.

Supervisory responsibilities/Authority allocated: *The scope of the person's authority, including a list of jobs that report to the incumbent. Authorities refer to many things for which permission is not necessary, including: resources the position is allowed to commit, people with whom the position may openly communicate, meetings the position is allowed to convene, agreements the position may make, etc.*

- The position does not have direct supervisory authority but provides feedback on team member and/or contract/partner staff and support personnel performance.
- Act as a technical or subject matter expert to peers and other staff.
- Manages an individual budget but decisions that bind or commit CI are approved by immediate supervisor.
- Complies with donor agreements.

Working conditions: *The environment in which the job is performed, especially any unique conditions outside a normal office environment. Describe all physical functions that are essential to the success of the position, such as scuba diving, driving, heavy lifting. Indicate how much domestic and international travel is required.*

- Frequent travel of more than 35% may be necessary including travel to remote locations.
- May need to work out of doors in adverse weather conditions.

Other: Personal characteristics that Contribute to an individual's ability to excel on the job, or other important information regarding the position or its requirements.

- A passion for CI's work and a problem-solving / learn doing approach is required.
- Team player and able to work effectively with diverse work groups, including smallholder producers, private sector representatives and government representatives.

CI values: we expect that all employees will embrace the values of our organization.

- **Passion:** We are inspired by nature and cherish the diversity of life in all of its forms.
- **Respect:** We respect and trust each other, and we embrace our diversity of cultures, talents, and experiences.
- **Integrity:** We act with integrity and are accountable for our actions.
- **Optimism:** We are optimistic about the future of life on Earth and are confident that, with our partners, we will achieve unprecedented conservation results.
- **Courage:** We tirelessly pursue our vision, taking bold action and persevering through challenges.
- **Teamwork:** We work together, recognizing that openness, collaboration and cooperation are fundamental to achieving a healthy and prosperous world for all.