



seed **madagascar**

sustainable environment, education & development

An exciting in-country opportunity supporting the development, implementation and evaluation of environmental, conservation and sustainable livelihoods based programmes in one of the leading sustainable development and conservation NGOs in Madagascar

Project Development Internship (Environment, Conservation and Sustainable Livelihoods), Madagascar - Role Description

Position Overview

Based in the coastal town of Fort Dauphin in the southeast of Madagascar, this post will provide support to the environment, conservation and sustainable livelihoods projects run through the NGO. The successful candidate will work within a combined Malagasy and international team to assist in developing projects, writing proposals to secure funding, supporting with the implementation of projects and evaluating their success. The role is predominantly office-based, and the diversity of activities undertaken will provide a wide ranging experience for a development professional who can effectively and efficiently deal with a comprehensive range of tasks related to the complex world of overseas development work.

Initially an internship for the first 3 months, this exciting post would suit someone with some experience or a passion to learn, and would be essential in-country experience for anyone wishing to begin a career in international development.

Title: Project Development Intern for initial 3 months; change of title and responsibilities to Project Development Officer subject to passing 3-month probationary review.

Location: Fort Dauphin, Anosy Region, Madagascar

Timeframe: 12 months extendable

Contract: Voluntary, unsalaried with SEED Madagascar

Reporting to: Head of Project Development (Environment, Conservation and Sustainable Livelihoods)

Primary responsibilities:

Development of new projects (including funding searches); preparation and editing of proposals and reports; information formatting; monitoring and evaluation of current projects; researching international best practice; liaison with the London project development team and local staff.

Core Duties:

- i. Compile funding proposals based on past evaluation, team discussion and international best practice in an engaging and professional manner

- ii. Conduct research into potential donors, funding opportunities and best practice with regards to environment, conservation and sustainable livelihoods programmes
- iii. Write project reports that clearly demonstrate the successes and challenges of the projects, learning from the project and providing clear budgetary information
- iv. Work alongside the Head of Project Development and Head of Finance in developing and managing the budgets relating to projects
- v. Assist in developing monitoring and evaluation tools for projects and to work with the team in the field on implementing these
- vi. Take a leading role in ensuring that all of the statistics relating to the projects are accurate
- vii. Work with the Malagasy team in increasing their skills and capacity, providing mentoring or training where appropriate
- viii. Take an active role in project management meetings, leading discussions where appropriate
- ix. Analyse data and be able to clearly and concisely present to the team, with demonstrable ability in gathering and assimilating information from various sources and identifying lessons learnt
- x. Take the lead in writing social media content for the environment, conservation and sustainable livelihoods projects
- xi. Maintain a database of projects and funders alongside the UK team in London
- xii. Maintain the database of photographs for projects
- xiii. Form part of the team representing projects or SEED when required
- xiv. Liaise with the UK team in London ensuring clear communication at all times
- xv. Take an active part in international team meetings and the support of other members of the team
- xvi. Complete any other tasks required by the Head of Project Development or Director of Operations and Heads of Departments commensurate with this role.

Person specification

- i. Hold an undergraduate/ masters degree in or relating to environment, conservation, sustainable livelihoods or international development, or have equivalent experience
- ii. Demonstrate sound knowledge and keen interest in conservation and its interface with international development; previous experience of conservation or community-based work would be an asset
- iii. Demonstrate an understanding of and commitment to SEED's ethos and approach and be a good ambassador for the organization at all times
- iv. Have passion, curiosity and motivation for the job and the ability to enthuse others
- v. Have the ability and desire to build capacity and share skills across cultures, and work with teams from different economic and cultural backgrounds and across multiple language barriers
- vi. Demonstrate proven ability to recognise and appropriately deal with challenging situations
- vii. Demonstrate an awareness of and comfort with increased social and professional responsibility, working at all times with cultural sensitivity and respect.
- viii. Be punctual and be able to work to tight deadlines in an organised manner and to a high standard

- ix. Have a flexible and patient attitude
- x. Have excellent problem-solving skills
- xi. Be able to work both independently and as part of a team

Practicalities:

The successful candidate will be able to financially support themselves for the duration of their internship and have their own laptop computer (non-tablet).

Application procedure:

Interested applicants should send a CV and covering letter outlining how their skills and experience match the requirements in the role description criteria to Flo Skinner by email on Florence.skinner@seedmadagascar.org. Applications will be reviewed on an ongoing basis until the position is filled. Long-listed applicants will have an initial informal chat with Madagascar based staff and short-listed applicants will then be offered a face-to-face interview with the London team in-person.

More information on the work of SEED Madagascar can be found at www.madagascar.co.uk

Country and organisation background:

Madagascar has been identified as one of the world's highest conservation priorities (Myers et al., 2000); it supports 5% of global biodiversity (Bikalemesa, 2014) and levels of endemism reaching as high as 83% (Temple et al., 2012). It is also one of the most impoverished and least developed countries in the world, ranking 158/187 in the UNDP 2015 Human Development Index (UNDP, 2015).

The Anosy region is renowned for containing some of the few remaining littoral forests, yet only 10% of original forest persists, making it one of the most threatened habitats in the country (Krishnam et al., 2012). The Sainte Luce Littoral Forest (SLLF) covers just 1,143 ha, existing in isolated diminishing fragments, yet boasts a wealth of biodiversity and endemism; 98% of the 189 plant species are endemic to Madagascar (Rabevohitra, et al., 1996). The SLLF faces multiple external threats, including illegal logging and proposed mining by QIT Madagascar Minerals (QMM). It also supports a highly impoverished community of approximately 2,000 people, who are dependent on its natural resources for livelihoods.

SEED Madagascar is a British registered which has been operating in the impoverished Anosy Region for over 15 years. SEED works with, and in support of, urban and rural communities in southeast Madagascar, aiming to tackle the immediate effects of extreme poverty, support long-term development and protect the environment. Its central mission is to build the capacity of individuals, organisations to lead and support sustainable conservation and development initiatives, with the objective of securing local community access to quality health, education and livelihoods assets, and increasing local capacity to conserve and manage natural resources including unique but greatly endangered forest environments.