

Job Opportunity

SLV/USAID Social Safeguards Coordinator

Position Description

Summary

The Social Safeguards Coordinator will support the day-to-day implementation and monitoring of the safeguards and standards plans across the Activity (CBEs and BFE), ensuring the transversal integration approach of standards toward gender, inclusion, female empowerment, and other safeguards in the implementation of the Activity components. He/she will develop quarterly and annual monitoring and implementation plans for safeguards reporting, monitoring, and adaptive management as needed and will take on strategic decisions and high-level coordination with other consortium partners.

For almost three decades, Conservation International has worked in the Southeast region of Mexico to implement conservation solutions within priority landscapes. Through cutting-edge science, innovative policy, and global reach, we empower people to protect the nature that we rely on for food, fresh water, and livelihoods.

Conservation International Mexico has a strong commitment to inclusion, diversity, and equal opportunity employment of minorities, females, and individuals with disabilities. People of all backgrounds are welcome to participate.

Responsibilities

Social Safeguards monitoring (90%)

Responsible to implement, track and monitor social and gender safeguards in the SLV Activity.

- Collaborate with Activity Lead, Safeguards Manager and M&E Manager to develop the SLV Activity safeguard and gender strategy.
- Collaborate with Activity Lead, Safeguards Manager, Landscape Managers, CBE Manager and M&E Coordinator to develop tools to conduct surveys to gender analysis in the Landscapes.
- Coordinate training activities for Activity staff, CBEs and BFE.
- Develop monthly, quarterly, and annual monitoring and implementation plans for safeguards reporting, monitoring, and adaptive management as needed.
- Coordinate with consortium partners to monitor SLV's safeguard and gender strategy implementation and reporting obligations.

- Assist the Activity's staff to select data collection methods for adequate monitoring and reporting of SLV's safeguard and gender strategy implementation among consortium partners, CBEs and BFE (these methods may include field visits, quarterly reports, specialized surveys, and other sources of information). Assist the Activity's staff in reviewing these methods and making improvements to their monitoring and evaluation.
- Coordinate the regular review of progress towards achieving the goals of SLV's Safeguards and Gender strategy.

The Safeguard and Gender Coordinator will be under the supervision of the CIMX Safeguards Manager and SLV Activity Lead.

Other Duties as Assigned by direct supervisor and the SLV Activity Lead (10%)

Requirements

- Bachelor's degree in Social Sciences, Environmental Sciences, Natural Resource Management, or other related careers.
- Master's Degree in Social Sciences or Environmental Sciences – preferred.
- At least 2 years of experience in Social Safeguards, in national or project processes.
- Experience working with Social and Environmental Safeguards initiatives of multilateral agencies, United Nations conventions (e.g., Biodiversity, Climate Change) – preferred.
- At least 5 years of regional technical work experience, mainly in Mexico focused on dialogue processes, participation, stakeholder engagement and stakeholders in national and local programs or projects.
- Experience with international projects (GEF, GCF, USAID) – preferred.
- Knowledge of English (written, spoken).
- Proven ability to work in multidisciplinary teams and establish working relationships with national representatives, local, national, and civil society governments, local communities, indigenous people, and women's groups.
- Excellent ability to communicate orally and in writing.
- Excellent interpersonal relationships.
- Proficient in Word, Excel, Power Point, Internet Explorer, Teams, etc.
- Availability for travel.

Skills & Abilities

- Excellent analytical skills and the ability to summarize disparate information in a clear and concise manner.
- Excellent research and data collection methodology skills

- Ability to create organizational work plans based on higher-level goals Analytical skills to identify and solve problems.
- Skills in supporting staff with a variety of levels of knowledge and capabilities.
- Strong organizational skills to balance competing priorities.
- Ability to work independently to efficiently meet deadlines.
- Strong interpersonal skills
- Oral and written communication skills to deal effectively with mid and high-level partner contacts, the host government, and the local communities.
- Ability to apply Agency regulations and procedures to daily work requirements.
- Excellent computer skills, including word processing, spreadsheet programs and data base management.

Working Conditions

- Position could be based in CDMX, Oaxaca or Chiapas.
- Typical office environment.
- Flexibility in work schedule to accommodate time difference with HQ and field programs may be necessary.
- Frequent travel of 20% of the time to field projects, partner's meetings and workshops will be required.

Application Process

Candidates who meet the requirements, please send your CV with relevant experience to:

Email: dvallejo@conservation.org

Subject: "SLV/USAID Social Safeguards Coordinator"

Deadline: April 12th, 2021