



Position: Project Officer (PO)

Organization Overview:

Sea Sense is a community-based NGO dedicated to the conservation and protection of coastal and marine ecosystems, as well as the threatened species and habitats they support. The organization works closely with coastal communities to foster sustainable use of marine resources and build local capacity for conservation.

Position Summary:

The Project Officer (PO) plays a vital and cross-cutting role in implementing species and habitat conservation programmes, community capacity-building initiatives, and environmental education and outreach projects. This position requires a passionate and motivated individual with a strong background in marine conservation, excellent communication skills, and a commitment to fostering sustainable coastal resource management.

The PO will be based in **Dar es Salaam**, with frequent field visits to project sites along the Tanzanian coast. The PO will report to the **Sea Sense Programme Manager** and work collaboratively with the Sea Sense team, partners, and community stakeholders.

Key Responsibilities:

The responsibilities of the Project Officer include, but are not limited to:

Conservation Programmes and Field Work:

- Assisting in the planning and implementation of community-based activities for conserving coastal and marine ecosystems.
- Implementing fieldwork programmes in alignment with project objectives, ensuring quality and timeliness.
- Conducting field surveys and data collection on endangered marine species and habitats, including sea turtles, dugongs, mangroves, and coral reefs.
- Supervising and motivating community Conservation Officers to ensure effective project delivery.
- Managing field budgets, tracking expenditures, and preparing financial reports in coordination with the finance team.

Community Engagement and Capacity Building:



- Organizing and conducting training seminars, workshops, and meetings to strengthen local capacity for marine and coastal resource management.
- Delivering environmental education and outreach programmes targeting diverse audiences, including schools, women's groups, and community leaders.
- Supporting sea turtle ecotourism activities, ensuring alignment with conservation goals and community benefits.

Stakeholder Engagement and Governance:

- Liaising with community leaders, village councils, district authorities, and other stakeholders to build strong partnerships and promote collaborative governance.
- Negotiating with and influencing attitudes of stakeholders to improve governance systems and policy adherence in marine conservation.
- Representing Sea Sense at stakeholder meetings, forums, and conferences.

Communications and Awareness:

- Collaborating with the Communications Team to publicize Sea Sense's work through social media, radio programmes, Newsletters, and TV shows.
- Contributing to the development of creative and innovative ideas for delivering Sea Sense programmes to a wider audience.
- Producing high-quality reports of all field activities and contributing to Sea Sense publications, and website updates.

Team Management and Supervision:

- Supervising volunteers and interns, ensuring they are effectively integrated into project activities and supported in their roles.
- Providing input and feedback to enhance team performance and programme delivery.

Qualifications and Skills:

Required Qualifications:

- Bachelor's degree in **Aquatic Sciences, Marine Biology, Coastal and Marine Management**, or a related field.



- Minimum of **2 years** of field experience in community-based conservation and research programmes, including managing field budgets and reporting expenditures.
- Proven experience in organizing and conducting training, workshops, and capacity-building initiatives in marine conservation.
- Ability to write high-quality field and technical reports.

Required Skills:

- Excellent communication and interpersonal skills.
- Fluency in both written and spoken **English** and **Kiswahili**.
- Proficiency in computer applications, including **Microsoft Office** (Word, Excel, PowerPoint), and statistical tools.
- Presentable, professional demeanor, and ability to represent the organization in formal settings.
- Honest, trustworthy, and committed to conservation ethics.

Preferred Skills:

- Experience with public speaking and delivering presentations.
- Strong organizational and time management skills.
- Knowledge of environmental laws and policies in Tanzania.

How to Apply:

Interested applicants should send a one-page application letter and their detailed Curriculum Vitae (CV) to **info@seasense.or.tz**. Ensure the application letter outlines your qualifications, skills, and motivations for applying for the role.

Application Deadline: 01/02/2025