



Job Description

Position: Project Officer

Sea Sense is a community-based NGO focusing on the conservation and protection of coastal and marine ecosystems and the threatened species and habitats they support. The role of the Project Officer is diverse and cross-cutting in nature and involves implementing species and habitats conservation programmes, community capacity building initiatives and environmental education and outreach projects.

The Project Officer is based in Dar es Salaam but conducts regular field visits to project sites along the Tanzanian coast. The Project Officer reports to the Sea Sense Programme Manager.

Responsibilities

Main responsibilities include:

- Assisting with the planning of community-based activities relating to conservation of coastal and marine ecosystems
- Implementing Sea Sense field work programmes in line with project objectives
- Supervising and motivating community Conservation Officers
- Organising and conducting training seminars, workshops and meetings to strengthen multi-level capacity for marine and coastal resource management.
- Delivering environmental education and outreach programmes.
- Conducting field surveys of endangered marine species and habitats.
- Collecting field data and entering into project databases.
- Assisting with the sea turtle ecotourism activities.
- Producing regular reports of all field activities.
- Managing field budgets and reporting field expenditures.
- Assisting with the development of education and awareness materials.
- Liaising and sharing information with key stakeholders including village leaders, communities, District Authorities.
- Negotiating with and influencing attitudes of stakeholders to improve governance systems.
- Publicizing the work of Sea Sense through social media, radio programmes, press releases and TV shows.
- Developing creative and innovative ideas for delivering Sea Sense work programmes.
- Contributing to Sea Sense reports, newsletters and website updates.
- Representing Sea Sense at relevant stakeholder meetings.
- Attending regional and international conferences and symposia.
- Supervising Sea Sense volunteers and interns.

Qualifications

The successful applicant will be required to have the following qualifications, skills and experience:

- Bachelors Degree in Aquatic Sciences, Marine Biology, Coastal and Marine Management (or similar).
- At least 2 years field experience working with community-based conservation and research programmes including managing field budgets and reporting on expenditures
- Experience in organizing and conducting training and workshops in marine conservation.
- Ability to write high quality field reports.
- Excellent communication skills.
- Fluent in writing and speaking English and Kiswahili.
- Excellent computer skills (Word, Excel, Photoshop, Power Point) and statistics.

- Presentable and professional.
- Honest and trustworthy
- Presentation skills is an added advantage.

How to apply

Interested applicants should send a one-page application letter with their Curriculum Vitae, university degree certificates and university transcripts to info@seasense.or.tz. The deadline to receive applications is 22nd May 2022.