

JOB DESCRIPTION

Job Title:	Analyst Developer
Job Reference No:	AD 716
Programme:	Informatics
Grade:	C
Line Manager:	Head of Informatics

MAIN PURPOSE OF THE JOB

Working at the interface between Information Technology and international species conservation, the job holder will support the translation of information-management needs into effective IT solutions. S/he will support the identification, specification and development of web-based and database applications that address the needs of clients and users in the species-orientated international environmental agreements.

UNEP-WCMC's overall strategy for IT development is managed by the Informatics Programme, therefore the job holder will report to the Head of Informatics and provide services to the Species programme. The successful candidate will play a key role in bridging the work of the two programmes, ensuring that IT developments concerning species information are in line with UNEP-WCMC's IT architecture and standards.

KEY AREAS OF RESPONSIBILITY

- To contribute to the design, and support the development of, the Programme's database management tools and web pages
- To help ensure the security and integrity of species data within the Centre and *via* its web-based services for partners.
- To manage and co-ordinate IT related Species projects and activities to ensure that these are delivered on time, within budget and to a high quality. The successful applicant will be expected to ensure that IT developments within the Species Programme are in line with centre-wide structures and standards and to extend the Centre's capacity and efficiency to manage species information.
- To maintain an understanding of activities and plans of relevant partner organisations, to develop project proposals to provide relevant and innovative solutions to users' needs.
- To lead in the identification of opportunities to develop and implement innovative projects with external partners, to deliver creative data capture and data visualisation tools to support the work of partner organisations.
- To line manage Programme assistants and interns, and to co-ordinate the work of other staff and consultants within and across programmes as necessary.

- To represent UNEP-WCMC at meetings relating to information management, including in particular meetings concerning international environmental agreements.
- To undertake any other duties appropriate to the grade and relevant to the needs of the Centre that may be determined by the line manager.

The responsibilities and tasks of this role cannot be fully defined and the successful postholder may be asked to undertake other reasonable activities commensurate with the level of the post.