

PERSON SPECIFICATION

Job Title:	Associate Programme Officer
Programme:	Conserved Land and Seascapes Programme
Job Reference No:	AD1068
Grade:	E

QUALIFICATIONS / EDUCATION

<p>Essential: A good honours/first degree in a field related to biology, geography, environmental management, GIS/remote sensing or quantitative subject (or equivalent qualification).</p>	<p>Desirable: Post-graduate degree / diploma / certificate in a field related to biodiversity, environmental management, remote sensing or computing (or equivalent qualification).</p>
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EXPERIENCE

<p>Essential:</p> <ul style="list-style-type: none"> • Experience managing and analyzing spatial data using GIS software; • Experience working with and management of relational databases; • Demonstrated experience of producing a range of high-quality outputs, such as reports, infographics, website content, communication materials, and presentations. • Familiarity with emerging technologies, such as cloud computing, earth observation and remote sensing, blockchain and Artificial Intelligence (AI). Experience in managing multiple tasks with tight deadlines. 	<p>Desirable:</p> <ul style="list-style-type: none"> • Familiarity with biodiversity conservation and policy, with exposure to marine issues; • Experience using marine or biodiversity datasets; • Experience in creating products used for decision-making; • Experience working with decision-makers in any sector or field; • Familiarity working in developing countries.
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SKILLS

- Strong analytical skills, with demonstrated experience with GIS, databases and/or modelling. Coding skills would be an advantage.
- Effective communicator, with clear and concise writing skills.
- Excellent skills in organization, work planning and time management.

TYPE OF PERSON REQUIRED

- The successful candidate will be:
- Adaptive and eager to learn new skills in relation to knowledge management and analysis, with excellent attention to detail;

- Interested in learning more about how knowledge products can support delivery of effective biodiversity conservation and policy;
- A team player with excellent interpersonal and communication skills;
- Fluent in English (both written and spoken). Other languages (e.g. French, Spanish, Arabic, Russian, Chinese) would be an advantage.

SPECIAL CIRCUMSTANCES

OTHER RELEVANT INFORMATION

The successful applicant will be based at the UNEP-WCMC offices in Cambridge, UK, but will be required to travel internationally to fulfil the requirements of this position.