

## **Campaign and Project Manager (Grade 8)(1-year contract)**

**The Institute for Poverty, Land and Agrarian  
Studies (PLAAS) at the University of the  
Western Cape is seeking a Campaign and  
Project Manager.**

The Institute of Poverty Land and Agrarian Studies (PLAAS) at the University of the Western Cape is leading an international partnership with Wageningen University and the University of Cape Town, aimed at transforming conservation ideas and practices in Southern Africa in biodiverse rural, urban, land and ocean spaces. The project will explore and operationalize the potential of 'convivial conservation': a new paradigm that can bring grassroots, government, academic and other actors together to co-design and co-create inclusive and sustainable approaches to preserving ecosystems, promoting livelihoods, ensuring justice and protecting biodiversity. The project aims to set up a campaign that seeks to transform policy and practice while rooted in and drawing evidence from three unique living landscapes: Mapungubwe, iSimangaliso and Cape Town. We are looking for an enthusiastic and passionate Campaign and Project Manager with a strong interest in the conservation and justice and who is not afraid of taking initiative.

### **Responsibilities:**

The Campaign and Project Manager will work under the supervision of the Principal Investigators (PIs) of the Living Landscapes Project. She or he will be responsible for all aspects of the high-level and day-to-day management, coordination and implementation of the Living Landscapes Project, including fundraising support, project support and network building. She or he will be working closely with the Communication Manager on the Living Landscapes Project. She or he will be responsible for the management of all logistics and operational aspects of project implementation, including liaison with both internal project partners and external ones. Her or his responsibilities will include:

### **Project Planning and Coordination**

- Assisting the PIs in the development and implementation of project plans, implementation of project activities, including organising events, meetings, workshops, and field research
- Liaising effectively and building strong relationships with project partners
- Liaising and maintaining an open and strong relationship with the funder of the project
- Initiating and cultivating relationships with potential new donors
- Developing and nurturing national, regional and international networks and partnerships within and beyond the project

## **Management of SLAs and subcontracts**

- Developing Terms of Reference and drawing up subcontracts and Service Level Agreements with external partners and consultants
- Managing the implementation of project activities by partners, subcontracted agencies and consultants

## **Communication and Reporting**

- Assisting with the timely finalisation of narrative and financial reports to our primary donors in line with contract requirements
- Working with the project team and the Living Landscapes Communications Manager to ensure the timely and effective delivery of communications with project partners and the dissemination of project outputs
- Working with the project team and the Living Landscapes Communications Manager to translate and target research output at different target groups, ranging from policy to on-the-ground implementers

## **Requirements**

- At least a Masters in Social Sciences with a strong interest in conservation
- At least three years' relevant experience in applied social science research or project management
- A drivers' license and willingness to travel

## **Competencies**

- Strong project management, fundraising, interpersonal and organisational skills
- Excellent written and verbal communication skills in English
- Able to take initiative and manage a diverse team
- Have strong network building experience
- Have a strong interest in conservation debates and networks
- Demonstrable fundraising and donor relations experience
- A demonstrable grasp of key policy and political issues relating to conservation and natural resources management and an ability to translate and highlight the implications of these to the project

**Shortlisted candidates will be expected to do a short assignment**

**To apply:**

- 1. Please e-mail your cover letter and CV to Bahihah Mohamed at**

**candpm.vacancy@plaas.org.za**

- 2. Please complete the [application form](#)**

**Closing date: 15 October 2021**

