

BIRDLIFE INTERNATIONAL - JOB SPECIFICATION/DESCRIPTION

JOB TITLE	Marine Science Coordinator
DIVISION/DEPARTMENT:	Science/SPI

1. OVERALL PURPOSE OF JOB

<p>Coordinate the scientific work underpinning BirdLife’s Marine Programme, including in relation to: marine Important Bird and Biodiversity Areas (IBAs) and marine Key Biodiversity Areas (KBAs); Marine Protected Areas (MPAs) and Other Effective Conservation Measures (OECMs) in Exclusive Economic Zones (EEZs) and on the High Seas; and threats to seabirds, particularly bycatch in fisheries.</p> <p>Oversee the provision of scientific support to BirdLife Partners and regional secretariat offices in their work to identify, delineate, document, monitor, and promote the conservation and protection of marine IBAs and KBAs and priority seascapes.</p> <p>Coordinate development of science and evidence-based tools to support advocacy for conservation action through a range of global and regional policy processes, in particular for the conservation of marine IBAs and KBAs as Marine Protected Areas.</p> <p>Develop and lead successful scientific collaborations with other scientific and conservation organisations and partnerships to increase the reach and effectiveness of the BirdLife Marine Programme.</p> <p>Lead and contribute to fundraising for marine science, including in collaboration with wider marine research and conservation communities.</p> <p>Manage staff and budgets to ensure effective delivery of these objectives.</p>
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2. STAFF RELATIONSHIPS

REPORTING TO (LINE MANAGER):
Global Science Coordinator (IBAs/KBAs)
REPORTING TO JOB HOLDER (LINE MANAGED STAFF):
Senior Marine Science Officer Senior Seabird Science Officer Seabird Science Officer Marine IBA/KBA Officer Other staff as required)
PRINCIPAL STAFF RELATIONSHIPS/RESPONSIBILITIES WITHIN SECRETARIAT
Other Science staff including Chief Scientist, Global Science Coordinator (IBAs/KBAs), plus Marine Programme Coordinator; Marine Policy Coordinator; staff in Information Management, Conservation, PCCD, Finance, and Communications; other Marine Programme staff; regional staff working on IBAs/KBAs and the Marine Programme.
PRINCIPAL STAFF RELATIONSHIPS/RESPONSIBILITIES WITHIN BIRDLIFE NETWORK
National IBA/KBA coordinators and other Partner staff in all BirdLife regions where appropriate.

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3. KEY WORKING RELATIONSHIPS

Contact	Level (1-3)	Contact	Level (1-3)	Contact	Level (1-3)
BirdLife Network Organisation Staff	3	General Public	2	Institutional policy makers /Politicians/ Corporations	2
BirdLife Advisory Groups, Committees, Reg. Councils	3	Press & Media	2	Institutional Funders	2
BirdLife Global Council	1-2	Regulators/Legislators / Auditors	1	Individual donors/ members	2
Suppliers/Service Providers	2	Scientific Community	3	Royalty/VIPs/ High worth Individuals	2
<p>Level of Contact 1.= General Informing. "Appearance, first impressions". May have some independent outside exposure and contact, primarily informative. 2.= Presenting/Representing/Reporting "Relationship management". Frequent exposure representing BirdLife. Maintaining individual contacts. Frequently managing information flow. 3.= Justifying/Negotiating – "Influencing decision makers". Frequent exposure as lead contact, representing Birdlife to highly influential people. Responsible for complex and sensitive/high risk communications.</p>					

4. MAIN DUTIES/WORK PROGRAMME RESPONSIBILITIES

<p>By main work area:</p> <ol style="list-style-type: none"> 1. Coordinate and provide strategic leadership for the science component of BirdLife’s Marine Programme, including in relation to: <ol style="list-style-type: none"> i. Marine Important Bird and Biodiversity Areas (IBAs) and marine Key Biodiversity Areas (KBAs). ii. Marine Protected Areas (MPAs) and Other Effective area-based Conservation Measures (OECMs) in Exclusive Economic Zones (EEZs) and on the High Seas; iii. Marine threats to seabirds, particularly bycatch in fisheries 2. Coordinate the short- and long-term planning and delivery of the scientific work supporting the strategic goals of BirdLife’s Marine Programme, including the development of the marine IBAs and KBAs as tools for seabird conservation, working in close collaboration with relevant partners/stakeholders 3. Lead on the provision of marine science support across the Secretariat and Partnership, to promote the identification, monitoring, protection and conservation of marine IBAs/KBAs and priority seascapes. 4. Contribute and where appropriate lead the development of methods and guidance on identifying, delineating and monitoring marine IBAs and KBAs, promoting their application including through providing training and supporting capacity development. 5. Oversee the provision of technical support to BirdLife Partners in applying the IBA and KBA criteria in the marine environment, undertaking IBA monitoring, and prioritisation of sites for conservation action including through marine spatial planning. 6. Ensure a high standard of communication and exchange of information between Partners and Science staff in the Marine Programme to support and enable delivery of marine components of the BirdLife Strategy. 7. Coordinate the roll-out to BirdLife Partners of marine science components of the KBA programme, including supporting the application of the KBA criteria to existing marine IBAs, providing guidance and technical support as needed (to Partners and more widely), and engaging with technical bodies under the KBA Committee as appropriate. 8. Coordinate the development, delivery and update of a global inventory of marine IBAs and bird-triggered KBAs. 9. Oversee the compilation, maintenance, development and update of the Seabird Tracking Database, and stimulate/support efforts to display and communicate BirdLife’s marine data in innovative and effective ways. 10. Provide scientific support to the Marine Policy Coordinator to promote and advocate conservation action in relation to the Convention on Biological Diversity’s work on Ecologically and Biologically Significant Areas (EBSAs) and through other relevant global and regional policy fora.
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<p>11. Provide support and input to BirdLife’s work to maintain and update IUCN Red List assessments for all seabirds, communicate our science and conservation through <i>State of the Worlds Birds</i>, develop and manage the <i>World Database of Key Biodiversity Areas</i>, respond to external data requests, and input to conservation initiatives such as the Pterodroma Conservation Group.</p> <p>12. Represent BirdLife in the World Seabird Union and similar initiatives.</p> <p>13. Initiate and nurture collaborations with other NGOs, agencies, research bodies and universities as appropriate to implement and publish scientific research underpinning the Marine Programme.</p> <p>14. Provide marine biodiversity scientific expertise to the public, media, other organisations, BirdLife advisory groups, committees & processes as appropriate.</p> <p>15. Identify funding opportunities, and lead on or provide input to relevant funding proposals to support science aspects of Marine Programme work.</p> <p>16. Compile or provide relevant input to reports to donors, and manage donor relationships where appropriate.</p> <p>17. Manage and coordinate large projects as needed, including ensuring the timely delivery of all outputs and outcomes, and efficient management of budgets.</p> <p>18. Oversee and coordinate the marine science team component of the Science Division budget</p> <p>19. Provide line management and technical support to permanent and contract staff, interns and volunteers as appropriate.</p>

5. LIMITS OF AUTHORITY/RESPONSIBILITY FOR RESOURCES

RESPONSIBILITY AREA	LEVEL OF AUTHORITY
Financial/Budgetary	Responsible for the overall budget of the marine science team, and the specific budgets of marine related contracts and projects, with selected Partners and other organisations as appropriate
Contracts – Funders	Responsible for compiling reports on marine work to relevant funders
Contracts – Staff/Consultants	Responsible for identifying the need for and developing the detail of contract staff/consultants
Contracts – Service providers	In consultation with the Head of Information Management, identify and work with service providers developing databases and websites relating to marine IBA and seabird datasets.
Legal Responsibility	
Other	Can sign own correspondence. Responsible for budgetary allocations under projects as delegated by Chief Scientist.

6. EDUCATION/SKILLS AND OTHER SPECIAL REQUIREMENTS

REQUIREMENTS	KNOWLEDGE/SKILLS/ATTRIBUTES
Minimum General Education	A degree in science or environmental subject.
Job Specific Education/Qualification	MSc, or PhD in relevant science or environmental subject, or equivalent experience
Job Specific Knowledge	Skills in critically assessing and synthesising information and writing accurately and concisely. Good knowledge of seabird and marine conservation issues. Specialist GIS and R coding skills for analysis of satellite tracking data, habitat modelling and other relevant analytical techniques. Specialist knowledge of the IBA and KBA criteria and identification/delineation processes and issues. Understanding of CBD and other international agreements and their relevance to the marine environment.
Experience	Significant experience working in seabird/marine conservation Experience in raising funds, developing funding proposals and managing relationships with donors

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	Experience in the organisation (and chairing) of meetings and workshops in international settings with a range of audiences. Experience in managing teams, budgets and projects.
Management & organisational skills	Excellent organisational skills and careful attention to detail. Able to manage a varied and heavy workload and meet multiple tight deadlines. Able to line manage and supervise the workload of others, both in-house and remotely. Able to work as part of a team.
Communications skills	Excellent communication skills. Proficiency with public speaking and workshop presentation to a range of public, scientific and policy audiences. Track record of report writing and peer-reviewed scientific publications.
Creativity & Initiative	Ability to think outside the box, develop innovative approaches (including analytical, technical, and in relation to communications etc.), identify and initiate novel areas of work and research, and lead the implementation of practical solutions to complex problems.
Computer Literacy	Good working understanding of Word, Excel, Power Point, Outlook, databases, ArcGIS etc.
Languages	
Travel requirements	Willingness to travel overseas on a regular basis
OTHER DESIRED/HELPFUL KNOWLEDGE/SKILLS/ATTRIBUTES	

Prepared by:	Date:
Stuart Butchart	16 August 2021