



## Support Officer - Timber - NORAD

<b>Vacancy #:</b>	6202
<b>Unit:</b>	TRAFFIC China
<b>Organisation:</b>	TRAFFIC International (TRAFFIC)
<b>Location:</b>	TRAFFIC - East Asia (China), Beijing, China
<b>Reporting to:</b>	Programme Manager - Green Stream
<b>Work percentage:</b>	100%
<b>Grade:</b>	A3
<b>Expected start date:</b>	01 December 2022
<b>Type of contract:</b>	Fixed-term (24 months)
<b>Closing date:</b>	30 November 2022

### BACKGROUND

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TRAFFIC is the leading non-governmental organization working globally on trade in wild animals and plants in the context of both biodiversity conservation and sustainable development.

TRAFFIC International is a charity and limited company registered in the UK. TRAFFIC's head office, based in Cambridge UK, provides worldwide leadership, coordination, cross-regional and corporate functions. TRAFFIC's local engagement is managed through programme offices operating under the auspices of the UK charity, with staff based in a hub office and at other strategic locations where necessary. Programme offices operate within a geographic area of responsibility focused on one or multiple countries where TRAFFIC aims to help deliver priority programme outcomes. TRAFFIC works in strategic alliance with IUCN and WWF on wildlife trade issues.

### JOB DESCRIPTION

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#### CHARACTERISTIC DUTIES

The Timber Support Officer will implement projects related to timber and other sustainable wildlife trade in TRAFFIC China under the supervision of Project Manager. This position is focused on NORAD project delivery, including providing technical inputs and updated information about related concepts, technologies and trends of timber and other sustainable wildlife trade in China and globally. The role also supports the communication with partners including organizations, companies, institutions, the government and other NGOs as needed.

#### SPECIFIC DUTIES

The main tasks of the Timber Support Officer will include, but not be limited, to the following:

- Conduct study on timber and other sustainable wildlife trade in China and globally including policy, market etc.
- Support in developing/localizing training materials for China Customs;
- Support in developing and organizing of trainings and events on timber and other sustainable wildlife trade for capacity building of government agencies, timber/other sustainable traders and other stakeholders;
- Communicate regularly with key partners including Chinese traders, governmental agencies, academics and communities;
- Support project manager in project reporting and other technical and administrative work;
- Other responsibilities required by Line Manager.

### REQUIREMENTS

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- At least Master's degree in related fields, e.g. forestry, environment, or international trade;
- Minimal one-year professional experience in development areas. Knowledge related forest sector is preferred;
- Experiences in working with government agencies and industries would be an advantage;
- Excellent interpersonal skills and ability to work effectively as a part of a multi-regional team;
- Self-starter, who can quickly and efficiently take up complex responsibilities;
- Strong networking skills and ability to work in different cultural contexts;
- Bilingual: fluent Chinese (Mandarin) and English skills with demonstrated working experiences;
- Strong writer and communicator: with the ability to write clear, engaging, compelling prose in English critical, in other languages desirable;

- Familiarity with standard word processing, spreadsheet, presentation and data base software, and with electronic communication technology;
- Ability to multi-task, work under pressure and under deadlines;
- Willingness to travel;
- The candidate must be a Chinese national.

## APPLICATIONS

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Applicants are requested to apply online through the HR Management System, by opening the vacancy announcement and pressing the "Apply" button at:

<https://hrms.iucn.org/vacancy/6202>

Applicants will be asked to create an account and submit their profile information. Applications will not be accepted after the closing date. The vacancy closes at midnight, Swiss time (GMT+1 / GMT+2 during Daylight Saving Time, DST). Please note that only selected applicants will be personally contacted for interviews.

Other job opportunities are published in the IUCN website: <https://www.iucn.org/involved/jobs/>

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### About IUCN

*IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together.*

*Created in 1948, IUCN is now the world's largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,400 Member organisations and some 15,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards.*

*IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous peoples organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.*

*Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve people's well-being.*

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