

Vacancy Notice

Caribbean Overseas Territories Natural Capital Accounting Coordinator

This is an exciting opportunity to develop natural capital accounts in the Caribbean. We are seeking to hire a suitably qualified person for appointment to the post of **Regional Coordinator** for the UK Government Darwin+ funded project "[Caribbean Overseas Territories Regional Natural Capital Accounting Programme](#)".

Be a part of a project leading the development of new environmental data and statistical tools to improve the available evidence base in support of better environmental and economic management of the Caribbean Overseas Territories (OTs). The role will be a focal point for coordination and network building across the OTs, helping to apply the accounting tools developed by the broader project team.

- Job title:** "Regional Natural Capital Accounting Coordinator for UK Caribbean Overseas Territories".
- Duration:** 1 year from April 2021 to March 2022, with the possibility of an extension dependent on performance and securing funding. The role is offered as full-time; however, a part-time arrangement may be considered to facilitate the right candidate.
- Location:** If conditions allow, the role will be located in one of the participating OTs (Anguilla, Montserrat, British Virgin Islands (BVI), Turks and Caicos Islands (TCI), Cayman Islands). However, due to current and ongoing uncertainty around Coronavirus, remote working within the region may be considered.
- Reports to:** The appointee will report to the project lead from environmental consultancy [eftec](#) (Economics for the Environment Consultancy Ltd.), and be supported by staff in the relevant OT Government offices.
- Application:** A cover letter and CV to be submitted to darwinplus@eftec.co.uk by **December 16th**.

Purpose:

The purpose of the role is to facilitate the development of the Regional [Natural Capital Accounting \(NCA\)](#) practitioners network and aid in supporting the ongoing development of NCA in the region in (see **Figure 1**). This will require opening communication channels with NCA practitioners from the five Caribbean OTs and facilitating dialogue between them as well as project lead eftec, and project partners [Joint Nature Conservation Committee \(JNCC\)](#) and New Economics Foundation.

Duties:

The appointee will be required to support the development of the three main aims of the programme:

- (a) engaged NCA practitioners;
- (b) NCA evidence used in decision-making; and
- (c) an internationally recognised regional NCA.

This will involve working with eftec and project partners on outreach activities with practitioners, policy and planning decision-makers, and the regional and international community. A foundation of networking activities has already engaged some of these critical stakeholders and will provide the basis for further networking and communication. Inter-personal and relationship-building 'soft' skills will be necessary for success at this aspect of the role.

Specific tasks include:

- Support the NCA practitioners from the respective OTs. This does not necessarily require technical natural capital accounting expertise, which can be provided by eftec, but rather facilitation of communication and coordination of activities (e.g. environmental data collection).
- Help to facilitate sharing of good practice between the OTs practitioners and implementation of the technical advice and training provided by eftec, and coordination of data inputs.
- Assist in coordination and management of the regional practitioner's conference, including acting as a presenter or co-host at the workshop itself. The conference will include training, interactive exercises, relationship building activities between the OTs and a networking social.
- The appointee will also be expected to produce progress briefings once a month to track work against the project's objectives.

In facilitating these activities across the OTs, the coordinator role will help ensure the NCA process is embedded within the OTs by creating a technical support network to provide advice beyond the training and support offered by this project. It will also help to create links across territories which will be better able to respond to and address more regional challenges for environmental management, and seek to develop funding opportunities for continuing work on the regional NCAs beyond the duration of this project. Additional outreach will aim to build awareness and potential links with other, non-OT Caribbean territories and organisations.

Skills:

As per the primary purpose and duties of the role, relevant skills sought from the post-holder include:

- Strong written and verbal communication skills;
- Networking and communication skills for network development and coordination;
- Economics, statistics and/or accounting background;
- Data management; and,
- Project management.

Although it is not necessarily expected that the appointee will have the full range of relevant skills required, they should have some relevant knowledge and experience, and a desire and capability to learn. Note that Natural Capital Accounting training will be provided to the appointee at initiation of the role.

Experience and education:

- The appointee should have at least 5 years' experience in coordination, network development and/or project management.
- Although not critical to the appointment, it would be beneficial if the appointee has any of the following:
 - Experience with the public sector, either as a civil servant or consulting for the public sector, and particularly where relevant to the context of the Caribbean;
 - Numerical and quantitative analysis experience; and,
 - Familiarity with challenges around environmental management.
- The appointee should have a Bachelor degree in a relevant field. An advanced degree would be advantageous but is not a requirement.

All broadly applicable experience will be considered as an asset, as well as enthusiasm for the subject matter and a willingness to learn.

Other requirements:

- As the OTs use English as their official language, and the majority of government and private sector work occurs in English, English fluency is required for the communications aspects of the role.
- Writing proficiency to a professional level will be required to produce communication documents, such as updates for government Ministries, summary documents for the practitioner's network, and press releases.
- A degree of familiarity with other Microsoft Office tools, such as Excel and PowerPoint, will also be expected from the appointee, though additional training can be provided during onboarding.

Travel between OTs *may* be required by the role, and any travel costs incurred will be covered by the project.

Remuneration

Salary: £18,000 annual salary (to be paid monthly, converted to ECD or US\$ based on the current exchange rate).

Bonuses: £1,000 signing bonus (please note no other relocation expenses are available).
£1,000 completion bonus after 1 year.

The total remuneration package is equivalent to £20,000.

All interested candidates must **submit a cover letter and CV to darwinplus@eftec.co.uk by December 16th**. The most suitable candidates will be shortlisted for an interview and asked to provide two written reference letters.

Figure 1: Caribbean Overseas Territories Regional Natural Capital Accounting Programme

