

Field Project Coordinator

Bukit Baka Bukit Raya National Park, Indonesia

Title: Field Project Coordinator

Department: Programs

Reports to: Program Director, Health In Harmony and Direktur Eksekutif, ASRI

Status: Full-Time (40 hours/week), Exempt

Location: West and Central Kalimantan, Indonesia; The position is based near Bukit Baka Bukit Raya National Park and requires frequent regional travel.

Timeline: The position will ideally start between May and July, 2018; a 1-2 year contract commitment is required, with potential to extend.

Compensation: A competitive compensation package will be discussed with qualified candidates.

ABOUT US:

Health In Harmony (HIH) understands that the health of people and the health of the environment are inextricably linked. Our work is based in planetary health principles—that to safeguard the health of people, we must also protect the health of the natural systems on which they depend. Our holistic approach helps vulnerable communities access the resources they need, so they do not have to destroy their ecosystems to survive—combining access to affordable and high-quality care, opportunities for alternative livelihoods, and conservation programs to restore degraded ecosystems. This approach starts with our Radical Listening methodology, which facilitates community-designed and community-owned solutions.

Since 2007, we have been working with our partner, ASRI, to reduce illegal logging in Gunung Palung National Park—a high-value conservation area with an estimated 3,000 of the world's remaining Bornean orangutans. Together HIH and ASRI have had a dramatic impact on human and ecosystem health, including a 65% decrease in infant mortality and an 89% decrease in logging households.

Based on this success, HIH is scouting new sites around the world and working with donors to fund significant expansion. We are testing our unique model for its scalability at a new site — Bukit Baka Bukit Raya National Park — where we will further advance conservation of orangutan habitat and improve the lives of communities living near the park.

POSITION SUMMARY:

With the support of the HIH and ASRI staff teams, the Field Project Coordinator will coordinate, implement, and oversee Health In Harmony's programmatic expansion to the Bukit Baka Bukit Raya National Park site. This project will be conducted in partnership with Yayasan International Animal Rescue Indonesia, who has identified this location as suitable

habitat for the release of captive and rehabilitated orangutans and is aware that the area is still under pressure from logging and poaching activities. HIH and ASRI have been invited to provide incentive programs targeted at improving the quality of life for these community members through health and livelihood programs which will reduce pressure on the national park resources.

We seek a candidate with a track record of designing, introducing, and managing international development programs. The Field Project Coordinator's primary responsibilities include:

- Supporting community participation in—and supporting development of—project design, implementation and monitoring
- Oversight of monitoring and evaluation protocols
- Budget management and reporting
- HR management including team safety and identifying key local staff members to sustain this work long-term
- Reporting to partnering organizations

ESSENTIAL RESPONSIBILITIES:

Project Oversight

- Coordinates project schedules, resources, equipment, and information; troubleshoots when challenges arise.
- Creates, executes, and comprehensively documents project plans and reports.

Project Design and Implementation

- Collaborates with the management team and project partners to implement project action plan in the field.
- Prioritizes community voice in program design and implementation.
- Understands partnership needs, assesses available resources, and designs programs in ways that create measurable outcomes.

Project Management for Demonstrable Impact

- Understands the importance of results-based delivery and strategic planning.
- Responsible for the fundamentals of project management including the implementation of monitoring and evaluation systems, risk management, budgeting, and human resources management.

Communications and Reporting

- Acts as the main point-of-contact for communications between organizations, and for stakeholders involved in this project. Collaboration with both Indonesian and US-based colleagues will be paramount.
- Responsible for gathering information and for reporting issues, outcomes, and updates to the management team.

CANDIDATE PROFILE:

Knowledge and Experience

- Demonstrated project management abilities, with 1–2 years of experience successfully managing international development projects in remote settings
- Degree in a relevant field, such as medicine, ecology, conservation biology, global health and/or international development
- Ability to speak Indonesian and English fluently
- Experience living, volunteering, or traveling abroad in developing countries
- Familiarity with the work of Health In Harmony and project partner ASRI
- Patience for repeated questions and details
- Familiarity with data management, monitoring and evaluation, and computer savvy
- Demonstrated writing, reporting, and storytelling abilities
- Experience in budget management, tracking, and reporting
- Detail-oriented while managing strategic, long-term goals
- Willingness to spend extensive periods of time in remote locations
- and ability to travel frequently
- Willingness to work flexible late night/early morning hours to accommodate meetings with project partners in in different time zones
- Holds a current passport

Personal Traits

- Adaptable, patient, and friendly
- Passion for conservation, global health and/or development work
- Strong initiative, drive, and self-management to initiate and complete projects; seeking out resources and collaborating as needed
- Humility, flexibility, and willingness to test, shift your thinking, and try something new
- Interest in working in a small-team environment
- Comfortable living in simple accommodations in rural villages with little to no cell-phone signal or internet access for long periods of time

APPLICATION INSTRUCTIONS:

Applicants with relevant qualifications may submit a letter of motivation, resume/CV, and 3 professional references to careers@healthinharmony.org.