



# Project Manager

## Job Description

### Role overview

At Proforest we are passionate about helping people to produce and source agricultural and forest commodities responsibly. We are seeking an experienced sustainability and natural resources management professional to join our growing team in Europe. Based in Oxford, UK, or Leiden, NL, this position is an exciting opportunity to take a leading role in the management and delivery of Proforest’s consultancy services. The successful candidate will manage and support a range of projects particularly in relation to the responsible sourcing of agricultural commodities and supply-chain management.

### About Proforest

Proforest is a mission driven organisation with a 20-year track record of supporting the transition to sustainable production and sourcing of agricultural and forest commodities. We are a not-for-profit group with a global presence across Europe, Asia, Africa and South America and work with governments, the private sector and civil society to deliver positive social and environmental outcomes in the places agricultural commodities are produced, ranging from protecting forests to recognising the land rights of indigenous peoples to improving conditions for workers.

Our clients are well-known consumer brands, such as Unilever, Nestle, PepsiCo and Mars, retailers such as Target and Ikea and the world’s largest traders and integrated producers including Cargill, Olam, Wilmar and Cofco. We combine our work for companies with longer-term programmes supported by institutional funders such as FCDO, GIZ, Norad and the Global Environment Facility.

### Main responsibilities

- Develop and negotiate project proposals and deliver consultancy projects (e.g. policy and strategy advisory, auditing, training, etc.) in time and budget.
- Carry-out day-to-day planning and coordination of assigned projects and projects teams - allocate time and resources and monitor progress, deliverables and budgets.
- Provide technical support on environmental and social topics to our global teams and projects
- Maintain a clear understanding of the current policy and strategic factors relating to the sustainable management and sourcing of forestry and agricultural commodities
- Build and maintain relationships with key actors such as sustainability initiatives, support agencies, civil society and other stakeholders who have an interest in the sustainable production and sourcing of forestry and agricultural commodities

## Requirements

- Tertiary level (Masters or equivalent) qualification in a relevant discipline (e.g. natural resources management, sustainable development, environmental and/or social sciences, human rights)
- At least 3 years relevant work experience in a similar role working in, or closely with, international forestry and agricultural commodity supply chains
- Experience in consultation and engagement with various stakeholders including private sector companies, smallholders and local communities
- Experience and/or knowledge related to sustainability standards, auditing, and certification, in the context of natural resource management
- Strong project management skills (including excellent time-management, problem-solving and organisational abilities) and proven ability to deliver to tight timelines
- Highly developed interpersonal and team-working skills, as well as the ability to operate in a multi-cultural environment
- Excellent verbal and written communication skills in English including high-quality presentation and report writing skills
- Fluency in additional languages, in particular French, Spanish or Bahasa.

## Terms and conditions

- Location: The position will be based in Oxford, UK or Leiden, The Netherlands
- Salary: £30-35,000, depending on experience

## To apply

Please send your CV, a cover letter and confirmation that you are eligible to work in the UK or The Netherlands to [personnel@proforest.net](mailto:personnel@proforest.net)

Closing Date: 12<sup>th</sup> September 2021