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Project Manager - Marine

“In the past century Fauna & Flora has consistently saved species from extinction and protected habitats from destruction. Their solutions have always been practical, eFauna & Floracent and sustainable in local circumstances.”

Sir David Attenborough,
Fauna & Flora Vice-president

Fauna & Flora

Fauna & Flora's shared purpose is to protect the diversity of life on Earth, for the survival of the planet and its people. We work closely with local conservation partners around the world to save nature, together. We harness this collective expertise to inspire positive change globally.

Vietnam Programme

Fauna & Flora has been operating in Vietnam since 1997. Today, our dedicated in-country team collaborates closely with local partners to tackle some of the nation's most pressing conservation challenges.

We play a vital and leading role in protecting Vietnam's critically endangered primates. Our efforts include supporting the monitoring of primate populations and creating initiatives to involve local communities in conservation efforts. We are also focused on enhancing the management, patrolling, and enforcement within protected areas designated for primate preservation.

At all our project sites throughout the country, we work hand in hand with government partners to improve planning and operations within protected areas. This includes strengthening the technical capacity of park authorities, introducing innovative conservation technologies, enhancing biodiversity monitoring, and supporting more effective law enforcement.

A core element of our work – here and around the world – is partnering with communities living closest to nature. We strive to understand their needs and develop solutions that foster sustainable livelihoods. Our approach ensures that saving nature goes hand in hand with supporting people.

The Opportunity

This is an exciting opportunity to play a leading role in advancing marine conservation in Viet Nam, with a particular focus on Nui Chua National Park, one of the country's most important coastal and marine protected areas. The Marine Project Manager will be at the forefront of implementing innovative, science-based conservation solutions that address unsustainable resource use, strengthen protected area management, and promote environmentally responsible development.

The position offers a unique blend of field leadership and strategic oversight. The successful candidate will work directly with park authorities, provincial government agencies, community stakeholders, and national partners to design and implement impactful conservation interventions. At the same time, they will contribute to proposal development, donor reporting, and long-term fundraising efforts, helping to build a sustainable marine conservation portfolio in Viet Nam.

Working within the Fauna & Flora Viet Nam programme, and in close collaboration with UK-based technical specialists, the role provides exposure to global best practice in marine conservation while maintaining good national ownership and partnerships. The post holder will have the opportunity to shape project direction and strengthen local institutional capacity around marine conservation and coastal development.

This role is ideal for a motivated conservation professional who combines strong technical expertise with partnership-building skills, enjoys working across field and oFauna & Florace settings, and is eager to contribute to long-term, system-level change for marine biodiversity and coastal communities in Viet Nam.

Terms and Conditions

Start Date:	As soon as possible
Duration of Contract:	One year, fixed term
Probation Period:	Two months
Gross Annual Salary:	USD 18,640.00
Location:	Nui Chua National Park, Khanh Hoa Province
Benefits:	25 working days of annual leave entitlement plus Public holidays, Medical and social insurance
Hours of Work:	This is a full-time position, working 40 hours per week, Monday to Friday inclusive.

Job Description

Job Title:	Project Manager - Marine
Reports to:	Country Programme Manager – Vietnam Programme
Line Manages:	Project Assistant – Marine
Key working relationships:	Country Director Finance Team Vietnam Programme Technical Team Asia-Pacific marine specialists

Purpose:

To lead the effective implementation, coordination and development of the Fauna & Flora's Marine conservation project in Vietnam, delivering high-quality technical, operational and financial management of project in Nui Chua National Park. The role ensures excellent partnerships, robust fundraising and alignment with Fauna & Flora's global marine strategy to achieve sustainable conservation impact.

Responsibilities:

Project implementation

- Lead and implement field activities in Nui Chua National Park in accordance with the Marine conservation project logframe.
- Plan, design and implement surveys, consultations and other technical activities using appropriate methodologies, with support from Viet Nam and UK-based colleagues.
- Conduct research and analysis on natural resource use, sustainability and legality, and assess linkages with tourism, development and other drivers. Provide recommendations for conservation interventions and policy improvements.
- Undertake stakeholder analysis and capacity/needs assessments, and develop activities to address identified gaps.

Project oversight & reporting

- Oversee technical and financial components of the marine project.
- Prepare high-quality technical and financial reports for internal purposes and donors.
- Ensure project implementation aligns with Fauna & Flora's global marine strategy and technical standards.
- Work closely with colleagues in Fauna & Flora's Cambridge office to ensure the project benefits from UK-based expertise.

Fundraising & proposal development

- Develop high-quality project proposals to build a sustainable funding pipeline for the Viet Nam Marine Programme, in coordination with the UK fundraising team.
- Contribute to project design, stakeholder consultations and donor engagement processes.

Partnership development

- Collaborate closely with Fauna & Flora's Marine Technical Specialist, the Viet Nam Country Programme Manager, and key government partners, including the Management Board of Nui Chua National Park and the Khanh Hoa Provincial People's Committee (particularly law enforcement and scientific departments).
- Support joint data collection efforts related to sustainable development and seafood trade issues.
- Develop and maintain strategic partnerships with relevant local stakeholders.
- Identify capacity-building needs and facilitate appropriate training for project partners, particularly to strengthen Nui Chua National Park management capacity.
- Advocate for environmentally responsible actions among public and private sector stakeholders.

Operational management

- Maintain strong working relationships with local authorities and community partners to ensure effective project delivery.
- Coordinate closely with Nui Chua National Park and other partners to implement activities efficiently and to high environmental standards.
- Prepare Mission Terms of Reference (ToRs), Advance Requests prior to field trips, and Back-to-Office Reports (BTORs) following field missions.
- Provide logistical and technical support to partners, consultants, advisors and visiting experts.
- Translate documents between English and Vietnamese as required.

Financial management

- Manage field operation funds in compliance with Fauna & Flora policies and procedures.
- Develop and monitor project budgets.
- Handle field expenditures, maintain accurate financial records, and ensure proper documentation and reconciliation.
- Prepare financial reports for internal review and donor reporting.

Person Specification

	Essential	Desirable
Skills, Knowledge and Experience	<ul style="list-style-type: none"> • Excellent organisational and time management skills, with the ability to prioritise tasks and manage multiple responsibilities effectively. • Good communication and interpersonal skills, with the ability to engage constructively with local communities, government counterparts and project partners. • Ability to work independently and as part of a multidisciplinary team. • Proficiency in Microsoft Office applications, including Word and Excel. • Sound understanding of marine conservation, natural resource management, community development, or related fields. • Awareness of sustainable resource use and stakeholder engagement approaches in conservation contexts. • Bachelor's degree in Biology, Natural Resource Management, Development Studies, Social Sciences, or a related discipline (or equivalent practical experience). • Experience working with local communities and/or government partners on conservation or development initiatives. • Willingness and ability to travel frequently to remote coastal areas and undertake fieldwork at sea. 	<ul style="list-style-type: none"> • Good report writing and proposal development skills in English. • Facilitation and training skills, including experience organising stakeholder workshops or consultations. • Budget monitoring and basic financial management skills. • Knowledge of marine protected area management, sustainable fisheries, or seafood trade issues in Viet Nam. • Understanding of conservation policy frameworks and environmental governance at provincial and national levels. • Familiarity with donor compliance and project logframe approaches. • Experience managing conservation or development projects, including coordinating field teams and partners. • Experience working with government authorities, particularly protected area management boards. • Experience collaborating with international NGOs or working within multi-stakeholder partnerships. • Experience conducting ecological or socio-economic surveys in

		coastal or marine environments.
Behavioural qualities	<ul style="list-style-type: none"> • Demonstrates Fauna & Flora’s values • Commitment to Fauna & Flora’s mission and conservation approach. • High level of integrity, accountability and professionalism. • Proactive and self-motivated, with the ability to take initiative and work independently. • Collaborative and respectful, with the ability to work effectively within multicultural and multidisciplinary teams. • Diplomatic and tactful when engaging with government officials, community members and other stakeholders. • Resilient and adaptable, with a positive attitude towards working in remote and challenging field conditions. • Results-oriented, with a strong sense of responsibility for delivering high-quality outputs on time. 	<ul style="list-style-type: none"> • Strategic thinker, able to see the broader programme context and identify opportunities for growth and improvement. • Confident in representing the organisation externally and advocating for conservation priorities. • Willingness to mentor and support junior staff or partners. • Openness to learning and continuous professional development, including adopting new conservation approaches and tools.
Other	<ul style="list-style-type: none"> • Willingness and ability to travel regularly and for long periods of time in remote areas 	

Fauna & Flora Values

Values underpin who we are and how we act. Just as values shape who we are as individuals, they define us as an organisation, creating the culture of success for which Fauna & Flora is renowned. Our people exemplify our shared values, which are interconnected and interdependent:

- We act with integrity
- We are collaborative
- We are committed
- We are inclusive, supportive & respectful
- We get things done

Fauna & Flora Safeguarding Statement

Fauna & Flora has a zero-tolerance approach towards any form of safeguarding harm. Safeguarding is everyone’s responsibility. This means that everyone representing Fauna & Flora has a role and duty to know what to do if they are faced with a safeguarding concern.

How to Apply

Applications should consist of the following:

- Covering letter explaining why you are applying, relating your experience and skills to the role
- Full CV
- Contact details for two referees (who will not be approached without your permission)

Applications should be submitted electronically to viet.hong.le@fauna-flora.org

Please mark your application '**Project Manager – Marine**' and indicate in your covering letter where you saw the position advertised.

The closing date for applications is **10th April 2026**. Interviews are likely to take place during the week commencing **13th April 2026**.

No agencies please.

Regrettably, due to limited resources and the high number of applications we receive, we are only able to contact short-listed candidates. If you do not hear from us within four weeks of the closing date, please assume that you have not been successful on this occasion.

Applicants with Disabilities

Fauna & Flora encourages applications from individuals with a disability who are able to carry out the duties of the post. If you have special needs in relation to your application, please contact Le Hong Viet, HR OFauna & Floracer, by Email: viet.hong.le@fauna-flora.org

Fauna & Flora values diversity and is committed to equality of opportunity