



Expedition Leader

Next vacancy: April 2009

ReefDoctor requires one person to oversee and manage the companies' operational and management activities in Ifaty, southwest Madagascar from the middle to end of May 2009.

We are looking for an enthusiastic person experienced in the field of project and or business management, marine conservation and/or social development, to ensure the projects aims and objectives are met safely and effectively and promotes good community relations.

This position is a 12 month contract

The job involves some of the following activities, though this list is not considered exhaustive:

- To act as assistant manager alongside the companies Project Coordinator for general project operations and to be in charge of the companies financial expenditure
- To enforce to all staff members (international and Malagasy) and volunteers all regulations and Disciplinary Rules and Procedures set down by the company
- To ensure the project objectives laid down by the company are being fulfilled
- To act on behalf of Reef Doctor.Org Ltd in all dealings with the IH.SM and University of Toliara for the Project and staff requirements (e.g. staff visa applications).
- To be responsible for the management of ReefDoctor's Volunteer programme and ensure staff interns are conducting their required duties towards this program
- To be responsible alongside your Malagasy colleague for purchasing the supplies and materials for project and day to day general living requirements
- Conducting regular risk assessments and reporting any possible hazard from project equipment and/or buildings
- Day to day management of international and Malagasy staff
- To participate in community liaison with the local villagers and act as the joint person responsible for the project on behalf of Reef Doctor.Org Ltd alongside the companies Project Coordinator.
- To ensure all staff and volunteers have appropriate resources to complete their work
- To be responsible for financial control of all aspects of the budget for the project site in Ifaty in accordance with current guidelines and to produce monthly financial reports for the directors
- To be responsible for all company equipment and property (i.e. books, science journals, furniture, vehicles etc), its maintenance, repair and replacement and keep an up-to-date inventory

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- To participate in survey activities (using the pre-designed survey methodologies) for the project and record and write up data and survey results as defined by the project's science officers
- To ensure that day-to-day camp life runs smoothly
- responsible for staff and volunteer motivation

Applicant Requirements

Outlined below are the requirements personnel need to have to apply for the voluntary Expedition manager position at our site in Ifaty Madagascar.

- Aged over 25
- Practical management and leadership experience
- Experience working to tight timescales and with limited budgets
- Managerial experience working with small project teams and the ability to motivate people
- Financial planning and accounting skills
- General computing skills using Microsoft Word, Excel, Access, PowerPoint and Publisher
- Ability to speak and read French at an advanced level
- Adaptable with good practical problem solving skills
- Ability to work in basic conditions with limited facilities
- Ability to work under pressure to deadlines
- PADI Advanced Open Water certification or above
- Experience working in tropical environments
- Driving licence (International)
- Your own full set of dive equipment
- Physically fit with full valid diving medical.
- Financial ability to pay the cost for your international return flight to Madagascar and one domestic flight to the south of Madagascar (to be reimbursed on completion of your contract)
- Financial ability to cover standard travel, dive and medical insurance (to be reimbursed on completion of your contract)

Applicant Receives

- Reimbursement of total cost of International/domestic flights on completing the full term of the contract



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- Reimbursement of diving medical insurance, standard dive equipment insurance and standard travel insurance on completion of the full term of the contract
- Accommodation, food, electricity, materials etc. for project and general activities in Ifaty and Toliara
- Free internal transport
- Working liability cover
- Salary of £100 per month
- Internet access
- Four weeks paid holiday
- Scuba training and certification to PADI Rescue Diver and EFR

What you will gain from the work

We hope that by working on our project you will gain experience in hands-on conservation work and gain:

- Team building skills
- Organisational and management skills
- Knowledge of marine survey work and data collection
- Knowledge of coral reef fish and invertebrate identification
- Experience of liaising and working with NGOs, government departments and other institutions to implement research, management and social development and education programs
- Management experience with International and Malagasy staff members and International volunteers
- Opportunities to gain in-depth scientific knowledge of marine and associated habitats
- A greater awareness of conservation and resource management issues facing local communities and foreign tourists in developing countries

The job is on a voluntary basis but the applicant will have to sign a standard employment contract on acceptance.

Please send your CV and a brief covering letter to Roderick Stein-Rostaing at staff@reefdoctor.org

Thank You