

TERMS OF REFERENCE

Biodiversity Manager

Full-time, Headquarters (Jakarta, Indonesia), with some travels to project sites in Sumatra, Kalimantan, and Papua as required.

About Forest Carbon

Forest Carbon restores degraded wetland forests. Our company is a premium restoration project developer in Southeast Asia that delivers benefits for local communities, biodiversity and investors through a proven business model.

With offices in Jakarta and Singapore, Forest Carbon is built on a track record of success in the region. The team brings a decade of experience working on the ground, mapping wetlands and assessing below-ground carbon storage, hiring local workers and obtaining community support. Forest Carbon relies on this technical expertise and a growing pipeline of project opportunities to secure millions in private sector investment for threatened ecosystems.

Forest Carbon's Sumatra Merang Peatland Project (SMPP) is now a proven business model for large-scale restoration, with more than 5 million Euro in investment capital raised. Sales secured from major global brands support restoration efforts on more than 22,000 hectares, which reduces the risk of fire, strengthens the rural economy and creates jobs, and delivers returns for investors and partners. Forest Carbon has several upcoming projects that aim to build the success of SMPP for increased climate, community, and biodiversity benefits across Indonesia.

About the role

We are seeking a talented individual to join our team as a **Biodiversity Manager**. The Biodiversity Manager shall manage the execution of VCS and CCB (and potentially Plan Vivo) project biodiversity monitoring plans across Forest Carbon's growing project portfolio and support all relevant reporting. The individual will report directly to the Biodiversity Lead.

Responsibilities

- Implementing, and/or training project field staff to implement, a range of annual biodiversity surveys according to established VCS and CCB biodiversity monitoring plans across multiple projects, including:
 - Camera trap surveys (for mammal monitoring)
 - Point (count) transects (for bird monitoring)
 - Nested vegetation plots (for plant, mainly tree, monitoring)
 - Orangutan nest surveys
- Entering and/or processing biodiversity survey data to ensure that data are cleaned and formatted for analysis by the Biodiversity Lead.
- Maintaining and updating project species inventories using survey data and online biodiversity databases, such as, the IUCN Red List database and Kew Plants of the World Online.
- Advising on ways to improve the efficacy and efficiency of biodiversity survey processes and results.
- Assisting with the development and rollout of any new biodiversity survey methods as required.
- Advising on ways to improve biodiversity field staff management and retention.
- Supporting the rollout of patrol monitoring software, such as, SMART or EarthRanger at each project site, and training project patrol staff in their use.
- Co-Administering SMART or EarthRanger software to ensure effective coordination of project patrol teams with HQ.
- Supporting the hiring and training of biodiversity field staff for new Forest Carbon projects.
- Conducting weekly meetings with biodiversity field staff to ensure targets are being met and issues are being addressed.

- Monthly reporting to the Biodiversity Lead and relevant project managers on activities and biodiversity outcomes.
- Ensuring biodiversity fieldwork is well-documented and documentation is organized and easy to access for reports and audits.
- Ensuring that wildlife-related safety guidelines are implemented at field sites and continuously improved.
- Supporting project management and finance team with biodiversity activity scheduling and budgeting.
- Support the development of High Conservation Value (HCV) assessment capacity within Forest Carbon.
- Participating in relevant training, workshops, or conferences.
- Presenting Forest Carbon biodiversity work and results to relevant investors, visitors to the project areas, and auditors as required.
- Facilitating partnerships with other institutions to ensure Forest Carbon projects using best conservation practices and contributing to regional, national, or international conservation action plans.

Qualifications

- Bachelor's degree in forestry/ ecology/ biology/ zoology/ environmental science/ geography/ sustainable development, or a related field.
- A Minimum of 5 years of professional experience in implementing or managing biodiversity surveys in Indonesia.
- Strong plant and animal identification skills (ideally mammals, birds, and trees)
- Ability to work in and manage teams, and to engage communities effectively.
- At least 3 years of experience in handling, analyzing, reporting, and presenting on biodiversity survey data.
- Strong Microsoft Office skills (particularly Excel); some additional knowledge of software such as Camelot, SMART, EarthRanger, RStudio is preferred.
- Experience and knowledge of using online biodiversity databases, such as, the IUCN Red List database and Kew Plants of the World Online.
- Knowledge of HCVRN HCV assessment methods and reporting.
- Experience, ability, and willingness to work in remote and difficult field conditions.
- Fluent in Indonesian, and at least intermediate-level English skills.
- Results-oriented and able to work with minimum supervision.
- Highly dedicated to biodiversity conservation, sustainable development, and climate change issues.
- Familiarity with the Climate, Community and Biodiversity Standards (CCB Standards) and/or Plan Vivo Standards is desirable.

How to apply

Please submit your CV highlighting your relevant experience to hr@forestcarbon.com.

Follow our [LinkedIn](#) and [Instagram](#) to learn more about what we do.

Thank you for your interest in joining our team. We look forward to reviewing your application!