



## JOB DESCRIPTION

# MONITORING AND DATA MANAGER

ISLAND RESTORATION PROGRAMME



**SAVING SPECIES FROM EXTINCTION | [WWW.DURRELL.ORG](http://WWW.DURRELL.ORG)**

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**REGISTERED COMPANY NUMBER** 6448493 **REGISTERED OFFICE** c/o Intertrust Corporate Services (UK) Limited, 35 Great St. Helen's, London EC3A 6AP

**PATRON** HRH The Princess Royal **FOUNDER** Gerald Durrell, OBE, LHD **HONORARY DIRECTOR** Lee Durrell, MBE, PhD **CHIEF EXECUTIVE OFFICER** Lesley Dickie, PhD

# INTRODUCTION TO DURRELL

Durrell Wildlife Conservation Trust is an international charity working to save species from extinction. Headquartered in Jersey in the Channel Islands, Durrell focuses on the most threatened species in the most threatened places.

Established by author and conservationist, Gerald Durrell, in 1959, Durrell delivers its conservation mission through our three integrated core areas of operation:



**A centre of excellence  
in animal husbandry,  
research, training and  
education**



**Training future  
conservation practitioners  
and monitoring and  
evaluating conservation  
science which underpins  
all Durrell activities**



**Conservation action  
where it is needed most**

With a track record of 60 years, Durrell leads some of the world's longest running and most successful species and habitat recovery programmes. The quality of our work is equally as important as how we deliver it. Our values, underpin how we approach our work and the work environment we create.

# OUR VALUES

## PURPOSEFUL

We are clear on why we do what we do, are connected as an organisation, we understand and demonstrate enabling / delivery, we are passionate about what we do and work tirelessly to achieve it.

## ACCOUNTABLE

We are accountable for our actions; we act with integrity and always have the best interests of the Trust at heart. We take it upon ourselves to update our knowledge and deliver excellence, and our ethics are of the utmost importance.

## SUPPORTIVE

We develop and encourage our staff, we work as a team, work well with other departments and trust and respect each other. We promote a learning culture, treat people fairly, encourage diversity in the workplace, and value the opinions and views of others.



# JOB PURPOSE

The Islands Restoration Programme is a collaborative venture between the Durrell Wildlife Conservation Trust (Durrell), Mauritian Wildlife Foundation (MWF) and the Mauritian Government's National Parks and Conservation Service (NPCS). The programme includes four key areas working on the offshore islands of Mauritius: the Mauritius Reptile Recovery Programme; the Tortoise Rewilding Project; Seabird Community Restoration Project; and the Round Island Restoration Programme. The role of the Monitoring and Data Manager is to work closely with the Islands Restoration field team to manage all data and monitoring aspects of the Islands Restoration Programme. This includes overseeing data collection and storage, reviewing and developing protocols for field-based data collection, managing databases, the analysis of data for our conservation indicators, providing logistical support for visiting students and researchers, co-supervising student fieldwork, providing pastoral care for students and visiting researchers, and facilitating the permits and permissions process for research projects. The post holder will be required to liaise with NPCS research department occasionally with the support of the Island Restoration Manager. The Monitoring and Data Manager will work closely with Durrell's Conservation Science Manager and Science Team to plan, report and deliver the Island Restoration Management Plan. The Monitoring and Data Manager reports directly to the Mauritius Island Restoration Manager but will work closely with Durrell's Science team and Conservation Field Programmes team, in the UK and internationally.

This post will be based in Mauritius, from offices in Blue Bay. Occasionally, the candidate may be required to work from the Vacoas office. The post holder will be expected to spend up to 50% of their time at island field sites. The Monitoring and Data Manager may be required to travel to the UK to meet with academic partners and Durrell colleagues on occasion.

CONSERVATION FIELD PROGRAMMES

DEPARTMENT  
Field Programmes

HOURS  
Full-time

TERM  
12 months fixed term,  
with possibility of extension

REPORTS TO  
Mauritius Island Restoration Manager

LOCATION  
Mauritius

# PRINCIPAL ACCOUNTABILITIES

## Coordinate and support the development and implementation of the research and monitoring elements within the Islands Restoration Programme management plan.

- Identification of research and monitoring needs and development of timeframes with the Islands Restoration Manager and Conservation Science Manager;
- Support the development and implementation of applied research projects with the Islands Restoration Manager, Conservation Science Manager, established academic partners and Mauritian stakeholders;
- Support communications between the academic partners and Mauritian stakeholders to ensure effective communication and transparency of research objectives;
- Work with Durrell's Conservation Field Programmes and Science teams to identify and pursue fundraising opportunities for the Island Restoration Programme research and fieldwork, including development of budgets and writing of grant proposals;
- Assist the Conservation Science Manager with the creation of memorandum of understanding and contracts between Durrell, academic partners, and Mauritian stakeholders for research projects with the support of colleagues in Mauritius and the UK.

#### **Co-supervision of students and support of researcher visits.**

- Together with the Conservation Science Manager, ensure that all approvals, agreements, required documents, permissions and permits are obtained for expatriate researchers/students to enter Mauritius and gain access to research sites;
- Supply logistical support for visiting students and researchers;
- Provide pastoral care for visiting students and researchers;
- Arrange and participate in meeting NPCs with students or researchers prior to field site visitation or research activity within Mauritius;
- Ensure the timely submission of student reports, presentations and knowledge transfer workshops following conditions stipulated by NPCs;
- Facilitate student/researcher presentations to MWF staff;
- Organise regular catch-ups with students whilst they are in Mauritius and report progress to Islands Restoration Manager.

#### **Co-supervision of students and support of researcher visits.**

- Review and where needed enhance current monitoring methods and protocols;
- Train staff and volunteers in monitoring techniques;
- Regularly review and support the methods employed by the field teams to collect data;
- Assist in the development of conservation indicators for evidence-based decision-making;
- Supervise or undertake field monitoring within the Island Restoration Programme when necessary.

#### **Oversee the management of data and databases.**

- Develop capacity within the Islands Restoration Programme for the collection and validation of data in the field;
- Regularly review and maintain any devices used in the field to collect data;
- Ensure all data arrives from each project within the Islands Restoration Programme and are backed up on a monthly basis;
- Validation of data and entry into databases;
- Work with Conservation Science manager and Island restoration manager on the development and management of data capture and database systems;
- Maintain and enhance the registry of projects and data.

#### **Undertake or support the necessary analyses of data and development of analytical capacity within the Islands Restoration Programme.**

- Develop capacity within the Islands Restoration Programme for data analyses in reports;
- Support, or where possible, lead periodic analyses to report on key conservation indicators within the Islands Restoration Programme;
- Assist with the analyses of data for publications where possible.

#### **Support and training.**

- Support the delivery of training within Durrell Conservation Training Ltd (DCT) where possible;
- When requested, assist in developing short research projects for DCT course participants and students;
- Supply support to MWF for research related projects when requested by the Islands Restoration Manager;
- Support research student projects where appropriate, providing the necessary support for visiting students and researchers.

# KNOWLEDGE, SKILL AND ABILITY

- Higher education in animal ecology and/or conservation;
- Proven track record of coordinating and developing research projects;
- Experience in analysis and management of data on conservation projects;
- Experience in monitoring research method design and implementation;
- Proven experience in student supervision, training and development;
- Excellent organisation and communication skills;
- Experience of field research in the Indian Ocean is highly desirable;
- Experience collaborating with universities / external researchers to deliver research programmes is desirable.
- Proven experience managing large datasets and conducting data analysis and management within Geographic Information Systems;
- The right to work and live in Mauritius is highly desirable.





## BEHAVIOUR AND VALUES

- Acts with integrity and with the best interests of the employer at all times;
- Enthusiastic, committed and conscientious;
- Passionate about conservation and an understanding of and commitment to Durrell's vision, mission and aims;
- Ability to work independently but also works collaboratively with colleagues and partners.
- Demonstrate awareness of and sensitivity to cultural, ethnic, gender and ability issues.
- Works proactively and has a determination to reach targets and excel at tasks.

# TEAM ORGANOGRAM

