

Vacancy at N/a'an Ku Sê Wildlife Experience – N.W.E. Sanctuary

An exciting and challenging opportunity is available for a **Research Volunteer Coordinator** to join our team. The successful incumbent will be based at the N/a'an Ku Sê Wildlife Sanctuary, Farm Frauenstein No. 277, Khomas District, Windhoek, Namibia.

Overview

The Research Volunteer Coordinator plays a vital role in scientific data collection and research in support of Naankuse's conservation and ecological goals. The role entails supervising and educating international research volunteers, overseeing their welfare, and ensuring meaningful contributions to ongoing projects. This position is a balance of fieldwork, administrative duties, and public engagement.

Main responsibilities (but not limited to):

- Coordinate and implement the research volunteer programme, accommodating individuals of various nationalities, age groups, and skills.
- Conduct and assist in ecological and natural resource management-based research, supporting data-driven management decisions.
- Respond to and assist in human-wildlife conflict resolution in surrounding areas.
- Write and compile scientific reports, internal documentation, and where applicable, peer-reviewed publications.
- Deliver educational talks and presentations to volunteers and visitors about Naankuse's research activities and conservation work.
- Ensure the wellbeing, safety, and positive experience of all volunteers under your care.
- Provide mentorship, guidance, and day-to-day support to volunteers and interns engaged in research projects.

Job requirements and skills:

Skills & Competencies

- Excellent problem-solving and critical-thinking skills with the ability to respond quickly and effectively to unexpected challenges.
- Proficiency in Microsoft Office applications (Word, Excel, PowerPoint, Outlook) and GIS.
- Strong interpersonal and communication skills with the ability to interact effectively with international guests and volunteers.
- Strong organisational and time management skills.
- Positive attitude, team-oriented, and a proactive approach to work.
- Physically fit and able to perform tasks in remote and challenging environmental conditions.

Education & Qualifications

- Minimum: Bachelor/BSc Degree in Natural Resource Management, Ecology, Biology, Animal Science, or a related field.
- Preferred: Honours Degree in a related field.
- Other Requirements: Valid driver's license (Code B) with PDP; First Aid certification is essential.

Experience

- Minimum: 2 years of experience in wildlife-focused data collection or ecological research.

- Preferred: Previous experience working in the nature conservation or eco-tourism sector, especially involving volunteers or international guests.

Work Environment & Conditions

- Based at Naankuse – remote location in Namibia.
- Combination of office-based and physically demanding field work.
- Required to live on-site.
- Working hours: Monday to Friday, including every 4th weekend on duty.
- Must be willing and able to work and live in remote areas with limited access to amenities.

Remuneration:

- A competitive salary package coherent to experience and qualification.
- Accommodation is provided at the sites.
- Membership of the Naankuse Medical Aid Group at own cost.

Closing date for applications: 25 May 2025

To apply for this position, please follow the link:

<https://forms.cloud.microsoft/Pages/ResponsePage.aspx?id=-dsQrWMsmEqcQL9FJuzd0u6Bc88Ev5pDq2y8szQaDrpUREYwV0FDNE5OT0JVVWThYUkNCMEY4Q0VTRy4u>

Please note that we are an eco-friendly and paperless company, therefore hand-delivered CVs will not be accepted.

Only short-listed candidates will be contacted