



VACANCY: Director

The Namibian Foundation for the Conservation of Seabirds (NAMCOB), a seabird conservation organisation based in Lüderitz, Namibia, seeks to appoint a full-time Director to provide strategic, organisational and operational leadership to the organisation and advance its mission to conserve Namibia's seabirds and associated marine and coastal ecosystems.

Purpose of post / The position at NAMCOB

The Director will provide strategic and operational leadership to NAMCOB and lead its continued development as an effective, credible and sustainable Namibian conservation organisation. The Director will be responsible for implementing NAMCOB's strategy and conservation objectives, strengthening its institutional and financial sustainability, developing strategic partnerships, and ensuring that the organisation contributes effectively to the conservation of Namibia's seabirds and marine and coastal ecosystems.

Essential Functions

The Director will provide strategic, organisational and operational leadership to NAMCOB and oversee the implementation of its conservation, organisational development and sustainability priorities. This role will foster stewardship, collaboration, and community relations for the conservation of the Namibian Islands Marine Protected Area (NIMPA) and other coastal and marine areas of Namibia. Working closely with the Ministry of Agriculture, Fisheries, Water and Land Reform, conservation partners and local communities, this position will report to the Executive Committee of NAMCOB and will be based in Lüderitz. The Director will work closely with the Executive Committee to translate NAMCOB's strategic direction into annual priorities, work plans, budgets and measurable organisational outcomes.

Responsibilities and Scope

- Lead the management, strengthening and further development of NAMCOB in line with its Constitution, strategic priorities and annual work plans, with particular responsibility for its long-term institutional, operational and financial sustainability.
- Develop and maintain organisational risk management systems, including operational, financial, legal, reputational and conservation risks, and ensure appropriate mitigation measures are in place.
- Ensure compliance with all applicable labour, tax, environmental, occupational health and safety, and non-profit regulatory requirements.

- Build and maintain a strong institutional relationship with relevant government authorities and position NAMCOB as a trusted partner contributing to Namibia's seabird, marine conservation and protected-area priorities.
- Oversee the development and operation of appropriate facilities, systems and partnerships required for seabird monitoring, conservation interventions, rehabilitation and emergency response.
- Ensure that effective preparedness, coordination and response mechanisms are maintained for seabird and marine wildlife emergencies.
- Engage constructively with the small scale and commercial fishing, maritime, energy and other relevant industries to promote best practice and reduce threats to seabirds and marine biodiversity.
- Strengthen the capacity of NAMCOB staff, rangers, government counterparts and relevant partners to support effective seabird and marine conservation.
- Lead NAMCOB's annual budgeting and financial planning processes and ensure sound financial management, expenditure oversight, procurement compliance and appropriate financial controls in collaboration with the Treasurer and relevant administrative support.
- Develop and lead NAMCOB's fundraising and resource-mobilisation strategy, including donor engagement, proposal development, strategic partnerships and diversification of funding sources. Track and report against fundraising targets and sustainability objectives.
- Build NAMCOB's long-term financial sustainability by developing a diversified funding base and ensuring that donor and organisational resources are managed transparently and in accordance with good governance and donor requirements.
- Build and maintain strategic partnerships with government, conservation organisations, research institutions, local communities, industry, donors and regional and international partners that advance NAMCOB's objectives.
- Serve as a principal representative and spokesperson for NAMCOB, promoting the organisation's profile, credibility and conservation priorities nationally, regionally and internationally.
- Ensure timely, accurate and high-quality organisational, donor and technical reporting, and oversee internal and external communications aligned with NAMCOB's strategy and public positioning. Keep the Executive Committee appropriately informed of organisational performance, risks, financial status and major strategic developments.
- Lead, supervise and develop NAMCOB staff, including setting clear responsibilities and performance expectations, providing regular guidance and feedback, supporting professional development, and maintaining a positive, safe and accountable organisational culture. Promote staff wellbeing, professional development and retention, particularly among NAMCOB's ranger and early-career conservation workforce.
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- Ensure that NAMCOB operates in accordance with its Constitution, applicable legal requirements, internal policies and recognised standards of good organisational governance.
- Lead the preparation and implementation of NAMCOB's strategic and annual operational plans, including clear objectives, budgets, responsibilities and performance indicators.
- Monitor organisational and conservation performance and use evidence, monitoring results and lessons learned to inform adaptive management and future priorities.

- Support the Executive Committee in fulfilling its governance responsibilities through timely reporting, strategic advice, policy development and implementation of committee decisions.

Minimum Qualifications

- Postgraduate degree in conservation, marine science, environmental management, veterinary science, natural resource management, organisational management or another relevant discipline, together with at least 7 years of relevant professional experience.
- Demonstrated experience in conservation programme management and organisational leadership, including staff supervision, budgeting, partnership management and fundraising.
- Demonstrated experience managing organisational budgets and financial systems, including donor-funded projects and financial reporting.
- Demonstrated experience managing complex programmes or organisations, including staff, budgets, operational systems, donor-funded projects and multiple partnerships.
- Supervisory experience, including motivating, leading, setting objectives and managing performance.
- Demonstrated experience developing and maintaining partnerships with government, civil society, communities, donors, research institutions and other stakeholders.
- Experience in, or strong understanding of, wildlife monitoring, conservation science and evidence-based management.
- Experience in conservation policy, protected-area management, species conservation and/or sustainable management of marine ecosystems.
- Clear communication skills via written and spoken means in English.

Desired Criteria

- Experience working with boards, governing bodies or executive committees.
- Multilingual and multi-cultural or cross-cultural experience appreciated.
- Familiarity with Namibia's coastal and marine ecosystems, communities, and related governance systems.
- Demonstrated experience influencing, developing, and implementing conservation policy and plans.
- Knowledge of current trends and practices in marine conservation, especially within the region. Demonstrated experience in donor engagement, proposal development, fundraising and diversification of organisational income.
- Strong negotiation, diplomacy and political awareness, with the ability to navigate complex stakeholder environments.

Key Competencies

- Strategic and organisational leadership
- Sound judgement and integrity
- Financial and organisational sustainability orientation
- People leadership and performance management

- Relationship-building and diplomacy
- Conflict resolution
- Decision-making under uncertainty
- Fundraising and resource mobilisation
- Strong written and verbal communication
- Resilience and adaptability
- Ability to work effectively with government, communities, donors and conservation partners
- Ability to operate independently while remaining accountable to the Executive Committee.

Requirements

- Namibian nationals or permanent residents with skills and experience to meet the above requirements are our legal first choice. As such skills are rare in Namibia, SADC nationals are also invited to apply.
- Fluency in English.
- Proven experience in supervision and an ability to work cooperatively with others, both in an office situation and in the field.
- Ability to build supportive networks, including across cultures.
- Good IT skills.
- Strong communication skills.
- A valid driving license.
- A willingness to travel, when required.
- Relocate to Lüderitz within 4 weeks from start of employment
- Ability to work in variable weather conditions, at remote locations, on difficult and hazardous terrain and under physically demanding circumstances.