

# IUCN

## The World Conservation Union

The Johannesburg World Summit Company was established by the South African government to carry out logistical arrangements for the United Nations World Summit on Sustainable Development (WSSD) that will be held in Johannesburg in September 2001. As part of its commitment to the WSSD, IUCN will second a Project Manager to JOWSCO to work with the Department of Environmental Affairs and Tourism (DEAT), the Gauteng Province Department of Agriculture, Conservation and Environment (DACEL), the Greater Johannesburg Metropolitan Council (GJMC), and the United Nations Development Programme (UNDP) to ensure that the organization and management of the WSSD is planned and undertaken in such a way that it demonstrates best environmental practices, and makes a significant contribution to furthering sustainable development objectives and national benefits in South Africa.

## Project Manager

### Greening the World Summit on Sustainable Development

The Project Manager will be based at JOWSCO and will report to the JOWSCO Manager and the responsible Manager at DACEL. The contract is for a 12 month period and the position is available immediately. The Package will be commensurate with experience.

#### Responsibilities will include:

##### Policy Development and Implementation

- Developing policy guidelines on standards and implementation plans for best practices in waste management, energy efficiency, water conservation and transport, as are related to identified sectors;
- Scoping for best practices initiatives in government, NGOs, the private sector, or the general public and investigating possible partnerships;
- Developing guidelines for service providers;
- Developing an awards and accreditation system for the private sector, NGOs, and government;
- Developing and administering a monitoring and evaluation program for environmental practice of the WSSD.

##### General

- Developing workplan and budget;
- Liaising with DEAT, DACEL, GJMC, relevant stakeholders and media;
- Compiling reports for JOWSCO, GEF, the steering committee, and the contract management agency;
- Recruiting consultants or technical experts and commissioning relevant studies;
- Representing JOWSCO at relevant stakeholder meetings and policy formation committees;
- Assisting JOWSCO in the procurement process and recruiting suitable service providers.

#### Requirements:

- A Master's Degree from a recognized university or equivalent experience or expertise in a field relevant to the project;
- Extensive experience in project management, conference organization, and a strong knowledge of greening mechanisms;
- Highly motivated personality with strong management, coordinating, communication, and networking skills;
- Experience in dealing with international agencies, national governments, NGOs, and private sector;
- Innovative and capable of working under minimum supervision;
- Fluency in English;
- Computer literacy (Word and Excel).

Interested candidates meeting the requirements should send a cover letter and Curriculum Vitae to  
WSSD Greening Project

IUCN South Africa P.O. Box 11536, Hatfield, Pretoria 0028

Fax: 012 362 6990 by **December 10, 2001**.