

Project fundraiser and manager

Job Description

July 2017

1. Project Fundraiser Manager – Responsible Timber Exchange

BVRio is seeking a motivated professional with practical experience on international environmental projects, to help BVRio manage its projects related to the promotion of legal and certified timber products in the tropics. The applicant should have experience on proposal writing, project management and reporting to international donors. Experience and/or knowledge of the timber sector and/or of forest and agricultural certification processes is desirable.

This is an exciting opportunity to engage with a growing organization working in the interface between policy, trading and finance to promote legality and sustainability in the forest and agricultural sectors in the tropics.

This job is based in Oxford, UK, and involves travelling to West Africa, Southeast Asia, China and Latin America.

2. About BVRio

BVRio Institute (www.bvrrio.org) is a non-profit association created in 2011 with the objective to develop market mechanisms to facilitate compliance with Brazilian environmental laws. iBVRio was developed in collaboration with different state government agencies (i.e., Amazonas, Pará, Rio de Janeiro, and Acre) and the Association of Environmental Public Attorneys (Abrampa), and established partnerships with a number of civil society organizations.

BVRio Environmental Exchange (www.bvrrio.com), is an impact company created to operate the markets developed by iBVRio through a multi-sector negotiations platform for environmental commodities developed specifically to serve the needs of developing countries.

In November 2015 BVRio created a **Responsible Timber Exchange** (www.bvrrio.com/timber), an online negotiations platform designed to promote the trading of forest products of legal and certified origin, integrated with a **Due Diligence and Risk Assessment** (www.bvrrio.org/timber) system. The system was designed to facilitate compliance with legislation such as the EU Timber Regulation and the US Lacey Act ([see video](#)).

BVRio has a formal Key Account partnership with FSC® Brasil, is a Climate Action Leader of the R20 Regions for Climate Action initiative, received the Katerva Awards 2013 for Economy, and is a partner of the Forest Legality Initiative.

While originally developed for Brazil, the Responsible Timber Exchange is now being adapted to other tropical countries, including Ghana, Cameroon, Liberia, Peru and Indonesia. BVRio is also collaborating with the Chinese State Forest Authority to link the system to their internal due diligence procedures.

3. Position summary

The position offers an exciting opportunity to take a leading role in the management and delivery of BVRio's projects in the forest products (and, in the future, agricultural commodities) sector. The role involves participating in a few projects to deliver its project outcomes.

The post is based in Oxford, UK and involves frequent international travel and fieldwork, particularly to West Africa, Southeast Asia, China and Latin America.

4. Responsibilities

- Raise grants and manage and deliver donor-funded projects related to markets for responsible forest and agricultural commodities. This includes proposal writing, budgeting, technical work (including fieldwork where relevant), managing donor relationships and reporting;
- Support other related projects, as they are developed;
- Maintain a clear understanding of the current policy and strategic factors relating to the markets of responsible forest and agricultural commodities;
- Build and maintain relationships with relevant actors such as sustainability initiatives, support agencies, civil society and other stakeholders;
- Contribute to BVRio's Responsible Commodities Exchange, including involvement in activities such as planning, business development and monitoring of progress against objectives.

5. Qualifications, Experience, Qualities

Essential Qualifications, Experience, Skills:

- Tertiary level (masters or equivalent) qualification in a relevant discipline (e.g. forestry, natural resources management, conservation, agriculture);
- A minimum of 5 years relevant work experience;
- Understanding of environmental sustainability issues affecting the forest products and agricultural commodities sectors;
- Awareness of the motivations and drivers relating to responsible production and sourcing in international agricultural supply chains;

- Excellent project management skills;
- Ability to operate in a multi-cultural environment;
- Ability and willingness to travel and work on short assignments in remote locations;
- Excellent verbal & written communication skills, including presentation skills;
- Experience of working in the tropics will be especially valuable.

Highly desirable:

- Experience and/or knowledge of timber legality processes such as the FLEGT, EU TR, US Lacey Act;
- Experience or knowledge of timber verification schemes, in particular the Forest Stewardship Council;
- Knowledge of timber markets and trading;
- Experience in dealing with a variety of stakeholders including companies, small and medium enterprises, NGOs, financing institutions, government aid agencies, smallholders and local communities;
- Working knowledge of another language (especially French, Bahasa, Spanish, or Portuguese).

6. Salary

Please state expected salary range in cover letter.

7. To apply

Please send your CV, a cover letter (1-3 pages) explaining your suitability for the position and confirmation that you are eligible to work in the UK to cv@bvrrio.org.

Application Deadline: 15 August 2017

BVRio is an equal opportunity employer.