



## Project Manager

### Job Description

### Role overview

At Proforest we are passionate about helping people to produce and source agricultural and forest commodities responsibly. We are seeking an experienced sustainability and natural resources management professional to join our growing team in Europe. Based in Oxford, UK, or Leiden, NL, this position is an exciting opportunity to take a leading role in the management and delivery of Proforest’s consultancy services. The successful candidate will manage and support a range of projects particularly in relation to the responsible sourcing of agricultural commodities and supply-chain management.

### About Proforest

Proforest is a mission driven organisation with a 20-year track record of supporting the transition to sustainable production and sourcing of agricultural and forest commodities. We are a not-for-profit group with a global presence across Europe, Asia, Africa and South America and work with governments, the private sector and civil society to deliver positive social and environmental outcomes in the places agricultural commodities are produced, ranging from protecting forests to recognising the land rights of indigenous peoples to improving conditions for workers.

Our clients are well-known consumer brands, such as Nestle, PepsiCo, Unilever and Mars, retailers such as Ikea and the world’s largest traders and integrated producers including Cargill, Olam, Wilmar and Cofco. We combine our work for companies with longer-term programmes supported by institutional funders such as DfID, GIZ, Norad and the Global Environment Facility.

### Main responsibilities

- Delivery of Proforest clients consultancy contracts, covering day-to-day planning and coordination of assigned client projects and teams, allocating time and project resources, monitoring of deliverables and budgets, and project administration.
- Developing and negotiating client project proposals and scopes of work in line with project and client requirements.
- Providing technical support on environmental and social topics to client project delivery and our global team
- Maintain a clear understanding of the current legislative context, policies, stakeholder pressures and best-practices relating to the sustainable management and sourcing of agricultural and forestry commodities, including industry collaboration groups (e.g. CGF PFC, POCG, SCF, etc).
- Build and maintain relationships with key actors such as sustainability initiatives, support agencies, civil society and other stakeholders who have an interest in the sustainable production and sourcing of forestry and agricultural commodities

# Requirements

## Essential skills

- Tertiary level (Masters or equivalent) qualification in a relevant discipline (e.g., Sustainable supply chain of agri-commodities, natural resources management, management of human rights issues)
- At least 3 years relevant work experience in a similar consultancy role working in, or closely with, large corporate buyers and international agricultural and forest commodity supply chains such as Palm, Cocoa, Sugar, Soy, Rubber etc.
- Strong project management skills (including excellent time-management, problem-solving and organisational abilities) and proven ability to deliver to tight timelines
- Experience and/or knowledge related to responsible sourcing policy and strategy development, supplier engagement, traceability, risk assessment, and implementation planning;
- Experience in consultation and engagement with different stakeholders including NGOs,
- Highly developed interpersonal and team-working skills, as well as the ability to operate in a multi-cultural environment
- Excellent verbal and written communication skills in English including high-quality presentation and report writing skills
- Fluency in additional languages, in particular French, Spanish or Bahasa.

## Terms and conditions

- Location: The position will be based in Oxford, UK or Leiden, The Netherlands
- Salary: £30-35,000 depending on experience

## To apply

Please send your CV, a cover letter and confirmation that you are eligible to work in the UK or EU to [personnel@proforest.net](mailto:personnel@proforest.net)

Closing Date: 9<sup>th</sup> of January 2022