



Indo-Myanmar  
Conservation



Asian Turtle Program, PO Box 179, Office # 1301, Thanh Cong Tower, 57 Lang Ha, Hanoi. Tel: +84(024) 73028389  
29<sup>th</sup> February 2024

## Job Advertisement - Animal Manager

### The Annamite Endangered Species Conservation Center,

Bach Ma National Park, Vietnam

#### Job description

Background: A coalition of conservation organizations with approval and support from the Ministry of Agriculture and Rural Development (MARD), are developing a new conservation breeding facility in Vietnam as part of a wider conservation initiative for the threatened species of the Annamite Mountain Range. Ahead of this work we are looking to appoint staff to assist in the development of the new center and to then take on its daily management. The primary aim is to provide the highest level of care for the animals which will be brought into the center. The overall management of the center will be the responsibility of Indo-Myanmar Conservation's Asian Turtle Program (IMC/ATP).

The Bach Ma Annamite Endangered Species Conservation Center is located 55km from Hue City and approximately 20km from Da Nang in Bach Ma National Park, Thua Thien Hue Province, Central Vietnam. The center is run by a non-profit organization in partnership with Bach Ma National Park and is dedicated to the breeding, conservation, and reintroduction of endangered Annamite species. It is intended for the center to become an endangered species conservation institution with an internationally renowned reputation.

The center will focus on the breeding and reintroduction of highly threatened Annamite species, including but not limited to turtles and tortoises, pheasants, rabbits, and ungulates.

#### Position summary

Indo-Myanmar Conservation is seeking a dynamic, self-motivating candidate to serve as the Animal Manager. This will be a challenging position in a demanding environment suitable for a highly dedicated and motivated individual with appropriate experience. The successful candidate will be at the forefront of a groundbreaking conservation breeding project that, in some cases, determines whether some species survive or go extinct. This is an exceptional opportunity to be involved in one of the most important species conservation initiatives of its kind, working with little known species in a country and with organisations committed to this valuable work. The candidate will oversee all aspects of the center initially, though it is hoped that this person will eventually oversee a team.

#### Main duties and responsibilities:

1. Manage all aspects of the daily operation of the center, as well as the further development of the project.
2. Implement breeding management and husbandry guidelines for those species in the center.
3. Supervise and manage all aspects of animal management and husbandry.
4. Train all appropriate staff in all aspects of animal management and husbandry. This includes overseeing volunteer keepers.
5. Manage the monthly accounting and budget for the center and its activities and to be responsible for the finances of the center including salaries, purchases, and other procurements and the accounting thereof.

6. Take responsibility for the routine maintenance of the facilities, the planning and construction of future facilities, and other works as required.
7. Provide routine reports to all stakeholders and to prepare and disseminate papers, reports, and articles on the work at the center.
8. Take responsibility for all aspects of Health and Safety in the center and ensure a safe working environment for all staff and visitors.
9. Serve as the center's representative with the Vietnamese authorities Ministry of Agriculture and Rural Development (MARD), Department of Nature Conservation (DONC) and Bach Ma National Park.
10. Organisation of research, including visiting researchers. This may include working with proper authorities to export genetic samples, if needed.
11. Organisation of press updates and media.
12. Giving technical and practical advice to the authorities of Bach Ma National Park and other authorities as required, under guidance of the Advisory Committee.
13. Coordinating activities and cooperation with other conservation projects/NGOs in Vietnam.
14. Communicating regularly (i.e. weekly) with members of the Advisory Committee.
15. Supporting Bach Ma National Park on the sourcing of animals for the breeding center, either through confiscation via local authorities or wild capture, if required and following the necessary legal procedures.
16. Other reasonable tasks as requested.

#### **Professional Requirements:**

1. Practical experience working with animals in captivity.
2. Management experience in comparable projects in Vietnam/Asia could be beneficial.
3. Good command of English and fluency in Vietnamese (spoken and written).
4. Excellent organisational and communication skills and an ability to multi-task and adapt quickly to new situations.
5. Proven ability to manage a budget and handle the finances of a small project desirable.
6. Good practical skills and computer literacy and proven ability to produce technical and more general reports.
7. Technical skills/knowledge of generators, pumps, and electrical fence systems would be beneficial.

#### **General Requirements:**

3. Physically fit and able to work in a hot and humid climate.
4. Ability to live under simple conditions in a rural area.
5. General technical skills and knowledge in various other areas and ability and an interest to learn new skills.

#### **Terms and Conditions:**

- An initial full-time contract period of two years will be preferred, including a 2-month probation period, with the possibility of extending the contract.
- The post-holder is expected to work 40 hours over 5 days a week on a rotation with other senior staff, ensuring appropriate coverage at the center at all times. With the nature of this work, longer working days will likely be required and occasionally over extended periods.
- The post has an allowance of 18 days annual leave to be taken in agreement with other staff. Festivals and other public holidays are to be worked as usual.
- Simple self-contained accommodation will be provided at or near the Park Headquarters, close to the breeding center.
- A general medical/health certificate will likely be required, as well as regular health checks.

- Health insurance will be provided during the contract period, including emergency medical evacuation. The post-holder will ensure all required vaccinations and other recommended prophylaxis are kept up to date. The project will cover appropriate costs for this.
- Some protective clothing will be provided. If the candidate requires additional equipment or supplies, these can be requested.
- A motorbike will be provided.
- Standard office equipment will be available in the project office including a local phone and a PC. It is anticipated that internet connection will be available.

**Deadline for application:** 15<sup>th</sup> August 2024

Please apply via e-mail, including cover letter, C.V., university and career certificates, and the contact details of two references to [info@asianturtleprogram.org](mailto:info@asianturtleprogram.org).

Interviews will be conducted using the most appropriate process, which could include Skype or Zoom.

**Starting date:** 1<sup>st</sup> October 2024