Reimaanlok Officer

For over 14 years the Marshall Islands Conservation Society (MICS) has been dedicated to building awareness, support and capacity for sustainable use of resources, conservation and protection of biodiversity through the Reimaanlok Process and Micronesia Challenge commitment.

With numerous upcoming community projects on Majuro Atoll and Outer Islands, the MICS aims at expanding the size of its core team by opening a new part-time Reimaanlok Officer Position.

What You'll Do:

● Assist MICS Officers during community consultations (notes taking, logistics, coordination)
● Enumerate Socio-Economic Surveys (questionnaire/interview) and input data
● Assist in developing and presenting awareness program to local schools and communities
● Assist in information compilation and report writing
● Craft communications related to Reimaanlok work, such as one-pagers, social media posts, and website updates
● Assist during fundraising events
● Participate in trainings and workshops relevant to this position
● Assist in other activities requested by the MICS Management Team
● Work on evenings and weekends (occasionally)

Who You Must Be:

Preferred Qualifications

● Proven work experience (1 or 2 years)
● Experience working with remote communities

Minimum Qualifications

● Associates Degree or equivalent work experience
● Strong oral and written communication skills in both English and Marshallese
● Knowledge of key issues faced by Pacific atoll nations (climate change, plastic pollution, overexploitation, decreasing food security, etc.)
● Excellent organizational and note taking skills
• Be an intellectually curious individual with a passion for problem-solving and an ability to identify and lead on priority tasks
• Strong work ethics, with an ability to manage personal data
• Excellent computer skills, highly detail-oriented, and reliable
• Willingness to learn new skills or competencies in new software

Position Benefits
As a community oriented not-for-profit organization, the position comes with a competitive salary. However, if income is your primary goal, MICS is not a good fit for you. The MICS aims to offer the best benefits possible including:

• Salary based on experience ($9,000 to $13,000 annual salary - negotiable)
• Basic Health Insurance
• Part-time basis (potential full time depending on the weekly workload)
• Paid time off
• Opportunities for professional development

The MICS is looking for an individual that can commit to a minimum of 3 months (6 months preferred). A one-month probation period is required to determine the candidate suitability for the position.

How to Apply:
Submit a Cover Letter (not more than one page), a Resume highlighting the required education and experience, and the names and contact details of at least 1 reference (2 preferred), to martin@atollconservation.org

Application closes at 5pm on March 31st 2020 (Majuro Time). Late submissions will not be accepted. The selected candidate will be expected to start immediately after contract signing.