



We are seeking an individual to join our team to assist programme and partnership development at Save the Rhino Trust – we are looking for a match made in rhino heaven.

Who we are:

Save the Rhino Trust is one of Namibia's oldest conservation Non-Government Organisations. Established in the early 1980's to protect the largest free-ranging population of black rhino on the planet we are a team of dedicated, committed and talented individuals. We are recognised internationally as having one of the most robust and impactful rhino programmes on the African continent.

Our work is field-based and primarily involves data collection on black rhino. Our team covers an area the size of a small country, conducting patrols over extended periods in harsh desert conditions – yes, you can expect to get dirty.

Over the years we have learnt that partnerships are fundamental to success in conservation and rural development. To achieve this we work with local communities, the Namibian government and partner NGOs to ensure a place for black rhinos long into the future. This means that our work at Save the Rhino Trust is incredibly complex but also very rewarding. There is never a dull moment on the front-line of rhino conservation in Namibia.

If this sounds like a good match for you then please read on:

What you will be doing:

- **Social Media and Marketing:**
 - Work with relevant staff to develop content for and actively promote various projects being implemented by SRT via social media
 - Coordinate specific fundraising and awareness events at SRT such as public presentations and/or campaign events (i.e. World Rhino Day)
 - Hosting and coordinating visits of external parties to SRT sites (i.e. film crews, donors, etc.) and, where required, provide logistical and administrative support to training events and workshops
 - Assist in the maintenance and marketing of our Adopt a Rhino programme and other online donation related enquiries
 - Ensure a regular supply of SRT promotional material for awareness and fundraising is stocked at relevant locations especially campsites and lodges
- **Administration and Fundraising:**
 - Help to develop and implement SRT's Fundraising Strategy
 - Maintenance of a 'donor database' for cultivating existing and potential donors
 - Support senior management team in procurements across all projects with SRT Finance Manager

- Various administrative functions as required
- Assistance with writing donor proposals and reporting upon request

The hard skills we require:

- Undergraduate degree in communications or marketing
- Other qualifications will be considered if the candidate can prove competency in the skillset required for this role
- 3-5 years work experience in an administrative/online marketing/conservation related role
- Some experience in project report writing, developing proposals, and fundraising strategies
- Code- 8 Drivers license
- Excellent standard of written and spoken English
- Good knowledge of MS Office
- Extensive work experience related to the position will considered in lieu of academic qualifications
- We get it - we can't have it all - but it would be desirable for our match to have at least some experience in photography and photo processing

To be considered for this heavenly match you should have:

- The opportunity to be involved in directly **supporting conservation and sustainable development as your motivation** for wanting this job
- **Dedication**, the ability to bite down hard to get the job done
- Keen interest in **storytelling**
- Desire to spend time in **remote wilderness areas** with limited luxuries
- Excellent **inter-personal skills** and demonstrated ability to work within a **team-setting**

Duty station:

- Swakopmund administrative office with travel to our field base in Kunene

We are looking for an individual who loves to learn and is keen to grow professionally within a dynamic, hard-working team. If you are interested to apply, please forward a brief cover letter – outlining why you are our match - and a maximum 2-page CV with contactable references to srt@rhino-trust.org.na

ONLY PEOPLE WHO ARE CURRENTLY ALLOWED BY LAW TO WORK IN NAMIBIA SHOULD APPLY

SAVE THE RHINO TRUST IS AN EQUAL OPPORTUNITY EMPLOYER

CLOSING DATE FOR APPLICATIONS: 22 JULY 2021

Shortlisted candidates will be contacted. If you do not hear back from us by 30 July, please accept that your application was unsuccessful