

Vacancy: Communications Officer

Malaysian Conservation Alliance for Tigers Secretariat's Office

In search of a motivated Malaysian with an interest in conservation

The suitable candidate will have:

- Strong interpersonal communication skills
- Basic understanding of national tiger conservation issues
- Ability to work closely with the government, non-government partners and other stakeholders
- At least 3 years working experience
- University degree
- Proficiency in English is a must (additional proficiency in Bahasa Malaysia an advantage)

I. MAJOR FUNCTIONS

The Communications Officer will be a part of the MYCAT Secretariat's Office (MYCAT SO) and work closely with the government and MYCAT partners. The Communications Officer's major functions are as follows:

- To facilitate the communication within MYCAT partners and between MYCAT and the public, government partners, donors and media.
- To be jointly responsible with the MYCAT SO personnel for the implementation of the MYCAT joint projects.

II. SPECIFIC DUTIES

1. Communications

- To facilitate communication between MYCAT partners
- To communicate with donors, public and other stakeholders
- To coordinate media response from MYCAT partners
- To provide editorial work on MYCAT documents and reports

2. Project implementation

- To assist in the monitoring and evaluation of the implementation of the Tiger Action Plan
- To assist in the implementation of the MYCAT outreach programme

3. Project development

- To develop new ideas on how to spread tiger conservation messages to the public
- To create and enhance working relationships with other stakeholders
- To assist in fundraising

Duration: Full-time contractual position starting as soon as possible, renewable annually.

Based: Petaling Jaya, Selangor, Malaysia

Interested in joining the team? Send a letter of application to the MYCAT Secretariat's Office at mycat.so@malayantiger.net by 31 August 2010

Your application must include:

- a detailed resume
- your expected salary
- the names and contact details of two referees
- in 300 words, why you want to join the tiger conservation community

The Malaysian Conservation Alliance for Tigers (MYCAT) is an alliance of the Malaysian Nature Society, TRAFFIC Southeast Asia, Wildlife Conservation Society - Malaysia Programme and WWF-Malaysia, supported by the Department of Wildlife and National Parks Peninsular Malaysia for joint implementation of the National Tiger Action Plan for Malaysia.