



JOB DESCRIPTION

Business engagement and Development Specialist

Jakarta. February 2025

I. JOB IDENTITY

Job Title	: Business Engagement and Development Specialist
Directorate	: Climate and Market Transformation
Direct Supervisor	: Sustainable Commodities Lead
Scope of Work	: National
Work Location	: Jakarta

II. PURPOSE OF THE POSITION

The purpose for this job to support of WWF Indonesia mission to implemented sustainable palm oil in downstream level company (domestic and global) and strategic plan WWF. This position is responsible for the planning, development, and management of business and private sector partnerships which could provide reduction of environmental threats through improved business practices based rely on sustainable palm oil practice. Then, responsible for developing and implementing a strategy to accelerate the demand for more sustainably and responsibly produced palm oil, with a focus on domestic and global collaboration with network.

III. ROLES & RESPONSIBILITIES

A. Strategy & Plan

- Develop strategic implementation for business engagement – develop workplan, budget plan, timeline and monitoring and evaluation.
- Build communication and coordination with key/relevant stakeholders (government, NGO, business association and downstream company) related position and engagement strategic.
- Coordinating with WWF global/national office related buyer/downstream company strategic.
- Develop business engagement strategic for WWF Indonesia, align with strategic plan WWF Indonesia and Global Palm Oil strategic.

B. Project/Program Preparation & Execution

- Support and delivery of objective and outcome related project and landscape intervention strategic
- Identify target companies and prepare for business case and engagement strategic for major buyers' companies. At least 50 companies (annually) can be engagement based on reaching list.
- Get 10 companies take action to increase commitment to and update of RSPO CSPO to deliver deforestation free supply chains and support living landscape, at least till December 2024.
- Works closely with internal stakeholders to manage all elements of the corporate partnership development and stewardship process – from due diligence.
- Initiate and coordinate meetings with downstream company.
- Provide technical support and represent WWF Indonesia on relevant best practices groups/working group, as appropriate.
- Support and develop proposal fundraising efforts

C. Project/Program Policy

- Review the palm oil sustainability policies and commitments of downstream level company and major buyer, and progress made in implementing these, developing WWF position statements. Communicate and advocate for WWF's position as necessary to relevant internal and external stakeholders.
- Coordinate with external organizations to scale up business engagement efforts and identify opportunities for collaboration and aligned engagement.
- Together with communication/partnership team developing domestic market demand for sustainable palm oil by supporting campaign activities and business engagement, ensuring that downstream company are implementing sustainable consumption and production commitments.

D. Reporting

- Make regular report/at least monthly and based on donor request.
- Make report for annual workplan related project and support for strategic plan WWF Indonesia.



- Informal progress updated related project to internal team sustainable palm oil.

E. Information Security Management System

- Store important hardcopy documents in a safe place that is not easily visible, accessible, and not easily damaged or eroded by natural elements.
- Store important softcopy documents using media that are safe and recommended by IT. This is also not limited to granting access to data/information only to authorized persons, and also giving passwords to softcopy files that are critical/confidential.
- Pay attention to the transfer of confidential/critical files, both offline and online. This includes the media used, giving the password to the file to be sent, and where to store it afterwards.
- Change email passwords periodically to support email security and the data in it
- Use limited office servers or personal servers to access the internet. Do not use public wi-fi when accessing critical/confidential files. This also includes staff whose laptops/work devices have critical/confidential files.

IV. Safeguard, Risk Management & Compliance

- Implement all activities with full respect for Indigenous Peoples, Human Rights, and Gender Equality, while promoting inclusive conservation practices in line with the organization's standards and values.
- Maintain the confidentiality of organizational data and information, and act responsibly within the scope of authority.
- Contribute to identifying, analyzing, and assessing potential risks.
- Support the management of risks in accordance with the established risk treatment strategies.

V. REQUIREMENT

In order to achieve success in carrying out the main responsibilities mentioned above and fulfill the organization's objectives, the holder of this position must meet the following requirements:

Knowledge & Experience	<ul style="list-style-type: none">• Bachelor's degree in economics, communication, business administration, corporate sustainability, environmental sciences, or other relevant experience areas. Master's degree preferred.• at least 3 years of relevant work experience developing and managing corporate relationships/engagement and executing sustainability projects• Working knowledge of sustainability, conservation, and related topics, including in-depth knowledge of sustainability issues in the palm oil sector.• Extensive experience engaging with corporates or other industry stakeholders on sustainability topics, and strong understanding of certification and sustainable palm oil initiative in industry (RSPO, ISPO, HCVrn, HCSA, AFI, etc).
Technical/ specific required knowledge	<ul style="list-style-type: none">• Negotiation and lobbying Skills• Business Practices• Good Corporate Governance Knowledge• Business Intelligence• Fluency in spoken and written English.• Writing Skill• Have great organizational and multitasking skills, and attention to detail.• Be able to work independently as well as with others in a cross-functional team and network environment.



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VI. VALUE IN ACTION

<i>Courage</i>	<ul style="list-style-type: none">• Strive for impact – we set and deliver on ambitious goals• Take risks, despite the fear of failure, and we innovate without fear• Dare to make decisions and act on them• Voice it out, even when it's hard to do
<i>Integrity</i>	<ul style="list-style-type: none">• Walk the talk – do what we say we will do• Empower yourself and others to take responsibility for the values we stand for• Acknowledge and challenge our own assumptions and biases• Take responsibility for our actions and their impact
<i>Respect</i>	<ul style="list-style-type: none">• Create a safe and equal space for dialogue• Value the time, priorities and contributions of others• Listen deeply, and without judgment to see through the eyes of others• Treat everyone fairly, and strive for diversity and inclusion
<i>Collaboration</i>	<ul style="list-style-type: none">• Build trust and relationships• Ask for and offer help• Sharing knowledge while acknowledging the expertise of others• Deliberately creating and supporting diverse alliances

At Yayasan WWF Indonesia we are committed to creating an inclusive working environment, where diversity is valued and there is equality of opportunity. We therefore welcome applications from all sections of the community, and we offer a range of benefits to encourage a work life balance