



JOB DESCRIPTION

BENGO Project Coordinator

Palangka Raya

Ver.1 | December 2025

I. JOB IDENTITY

Job Title	: <i>Bengo Project Coordinator</i>
Job Family	: (Conservation Program – Supervisor/Coordinator)
Directorate	: Forest & Wildlife Kalimantan
Direct Supervisor	: <i>Sebangau Katingan Program Manager</i>
Scope of Work	: Sebangau Katingan Landscape
Work Location	: Palangka Raya

II. PURPOSE OF THE POSITION

The purpose of this position is to lead the overall planning, supervision, and execution of the Socio-ecological and Economic Climate Resilience Project through community-based sustainable land management in peat and heathland areas in Central Kalimantan. The position ensures that indigenous and local communities in the Sebangau Katingan (SEKA) landscape become more resilient to climate change impacts and economic shocks, and that all project objectives are achieved on time, within budget, and in full compliance with German donor regulations (BMZ bengo via WWF Germany).

The Project Coordinator is responsible for ensuring efficient, effective, equitable, and strong coordination among all implementing partners (WWF Indonesia, eLPaM, and TFLC).

III. ROLES & RESPONSIBILITIES

Strategy & Plan

- Develop detailed work plans, budgets, and the project's Monitoring and Evaluation (M&E) system.
- Lead regular senior-level coordination meetings among implementing partners (WWF Indonesia, eLPaM, and TFLC) to discuss strategies, timelines, and risks, supporting adaptive management.
- Enforce village- and community forestry-based business development, with an emphasis on Non-Timber Forest Products (NTFPs) and environmental services.
- Oversee the development of policy frameworks to protect areas critical for local food production.
- Develop strategies to professionalize producer groups and Village-Owned Enterprises (BUMDes) or other legally recognized economic entities at district, sub-district, and village levels, ensuring their long-term sustainability beyond the project period.

B. Project/Program Preparation & Execution

- Responsible for the procurement of major investments and consulting services (e.g., drying systems, packaging machines, national consultants).
- Manage the implementation of Community-Based Action Research to adapt agricultural and fisheries practices to climate change conditions.
- Oversee the establishment of Farmer Field Schools (FFS) promoting sustainable, climate-resilient, and gender-equitable agriculture and agroforestry approaches.



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- Ensure all project activities comply with human rights due diligence obligations as well as environmental and social safeguard standards.
- Facilitate FPIC (Free, Prior, and Informed Consent) processes with indigenous communities and conduct consultations with transmigration communities.
- Provide technical and financial-administrative capacity building to local partners (eLPaM and TFLC), particularly related to German donor rules and regulations.
- Ensure project activities are linked to WWF Indonesia's grievance mechanism to address complaints and concerns in a timely manner.

C. Project/Program Policy

- Support community participation (with at least 50% women's representation) in policy and planning processes, such as the Provincial Peat Management Plan (RPPEG) and Rural Development Areas (PKP).
- Oversee visibility and advocacy campaigns highlighting the contributions of local Civil Society Organizations (CSOs) toward achieving government objectives, thereby increasing their recognition and operational space.
- Support BUMDes and producer groups in developing marketing strategies, product innovation, and access to government support programs (e.g., business registration, Halal certification, and quality assurance).

D. Reporting

- Submit regular technical and financial reports to the Supervisor at WWF Indonesia.
- Conduct quality assurance of technical and financial reports submitted by eLPaM and TFLC.
- Prepare for and support two external audits in Indonesia (after the first year and at the final phase) in accordance with BMZ bengo rules and regulations.

IV. Safeguard, Risk Management & Compliance

- Implement all activities while upholding and respecting Indigenous Peoples' rights, Human Rights, Gender Equality, and inclusive conservation principles in line with organizational standards and values.
- Maintain confidentiality of organizational data and information and act strictly within assigned authority.
- Contribute to the identification, analysis, and assessment of potential risks.
- Support risk management efforts in accordance with established risk treatment strategies.



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V. MATRIKS KOORDINASI

Internal: ... (teremasuk cantumkan line coordination based organigram)

Eksternal: ...

VI. QUALIFICATIONS

Education & Experience	<ul style="list-style-type: none">Bachelor's or Master's degree in agriculture, forestry, environmental studies, social sciences, or other relevant fields.Minimum of 3 years' experience as a project leader or coordinator, preferably in multi-stakeholder development projects in Indonesia.Experience working with international donors; knowledge of German funding rules and regulations (BMZ bengo) is highly preferred.Strong technical expertise in sustainable land management, peatland ecosystem restoration, climate resilience, and natural resource conservation.In-depth knowledge of the Central Kalimantan context, particularly the Sebangau Katingan Landscape.Strong understanding of GEDSI (Gender Equality, Disability, and Social Inclusion) principles, especially the role of women as custodians of traditional knowledge related to food security and fire prevention.
Technical Skills	<ul style="list-style-type: none">Strong negotiation and communication skills.Knowledge of agroforestry and ecosystem restoration practices.Good stakeholder governance understanding (critical for coordinating multiple implementing partners).Strong field and community development insight.Excellent written and spoken English and Bahasa Indonesia (essential for donor coordination and reporting).Strong writing and documentation skills.
WWF Core Competencies	<p>This position must reflect and practice WWF's core values—Courage, Integrity, Respect, and Collaboration—through the following behaviors:</p> <ul style="list-style-type: none">Demonstrating full commitment and effort to achieve work targets and deliver meaningful impact.Willingness to adopt new approaches and take calculated risks to generate impactful solutions for the team and organization.Communicating openly and honestly about work processes and outcomes with team members and colleagues.Ensuring work processes are based on accountable, reliable information and sound analysis.Integrating diverse sources of knowledge and perspectives to develop the best possible solutions.Practicing deep listening and understanding different viewpoints, distinguishing facts from opinions.



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	<ul style="list-style-type: none">Sharing knowledge, skills, and experience while recognizing and respecting the expertise of others.Working across disciplines, institutional boundaries, and functional areas with diverse stakeholders regardless of differing interests.
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VII. VALUE IN ACTION

Courage	<ul style="list-style-type: none">Setting ambitious goals and focusing on tangible impact.Willingness to take risks to foster innovation.Demonstrating firmness in decisions and actions.Speaking up for what is right, even when it is difficult.
Integrity	<ul style="list-style-type: none">Honoring commitments and following through on promises.Taking responsibility for values, actions, and their consequences.Being aware of personal biases and willing to change.Acknowledging and taking responsibility for the impact of one's actions.
Respect	<ul style="list-style-type: none">Maintaining a safe, equitable, and inclusive work environment.Valuing the time, contributions, and perspectives of all individuals.Listening with empathy and an open mind.Treating everyone fairly and upholding diversity.
Collaboration	<ul style="list-style-type: none">Building partnerships based on trust.Actively giving and receiving support as part of a collaborative culture.Sharing knowledge and valuing the expertise of others.Building diverse alliances to achieve shared objectives.

At Yayasan WWF Indonesia, we are committed to creating an inclusive work environment where diversity is valued and everyone has equal opportunities. We encourage applicants from all backgrounds to apply. We also provide a range of employee benefits to support work-life balance.



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*Catatan Kewenangan Pengesahan:

Jabatan officer (staf/pegawai pelaksana): Officer s/d Senior Officer: People & Culture Manager

Jabatan manajerial atau di atasnya (Manager, Senior Manager): People & Operation Director