

# European Association of Zoos and Aquaria

## Vacancy:

### EAZA Population Management Centre Manager



EAZA, the European Association of Zoos and Aquaria, represents and links 400 zoos, aquariums, national zoo associations and other organisations in more than 40 countries. In addition to furthering the professional standards of our members with regard to the care and accommodation of the animals kept in their collections, EAZA also facilitates cooperation in our key mission areas of conservation, education and research. More than 140 million visits are made to EAZA Members each year. EAZA runs 405 population management programmes (EEPs/ESBs) that are overseen by 39 EAZA Taxon Advisory Groups (TAGs).

The EAZA Executive Office is based at Artis Zoo, Amsterdam, The Netherlands. A permanent staff of thirteen people, plus three others located off-site is responsible for the day to day running of the Association, with activities divided mainly across two departments: Communications and Membership and Collection Coordination and Conservation. Implementing the EAZA Strategic Action Plan 2017-2020, the number of staff will grow in the next few years.

## Job Description

The Population Management Centre Manager position is a new role in EAZA. Within the next two years EAZA will increase capacity in the Collection Coordination and Conservation team in support of implementing the new EAZA Population Management structure, that was recently approved by EAZA Council. The position is initially for a fixed one year contract period with the option to extend to a permanent contract. The successful candidate will work for the Collection Coordination and Conservation department and report to the Collection Coordination and Conservation Manager. The Manager's main role is providing line-management to a team of (Assistant) Population Biologists that will be expanding from three to eight in the next couple years, and coordinating the implementation of the new population management structure in close cooperation with the Assistant Collection Coordination and Conservation Manager. This will include providing assistance to EAZA TAGs and EAZA Ex situ Programmes (EEPs) with defining programme roles and goals, and setting Population Management targets, producing long-term management plans for EEPs and providing technical population management advice, as such contributing to achieving increasingly healthy animal populations for EAZA.

## Duties and Responsibilities

### Staff management

- Provide line-management to the team of EAZA (Assistant) Population Biologists. This will include holding performance development reviews,

overseeing the development of annual work plans as well as staff training and development, and supporting the team with day-to-day questions as well as reaching their set targets during the year. Taking part in interview panels for recruitment of new staff will also be included.

### **Population management**

- Provide population management support to EAZA TAGs, in particular by contributing to the publication of Regional Collection Plans.
- Provide population management support to EEPs both strategically (goals setting, master-planning) and to day-to-day questions related to population management software and interpretation of data analyses.
- Overall coordination of the publication of Long-Term Management Plans (LTMP) as part of the EAZA Population Management Structure.
- Contribute to the development of new population management tools and the integration of new science (e.g. molecular genetics) into existing EAZA Ex Situ Programme structures.
- Contribute towards increased integration of EAZA's *ex situ* conservation (breeding) activities with those of zoos in other regions as well as with *in situ* conservation (breeding) needs and priorities.
- Contribute to the delivery and development of EAZA Breeding Programme Management Courses.
- Provide support to EAZA Committees and Working Groups with a focus on population management.

### **General**

- Contribute to various ongoing tasks in the Collection Coordination and Conservation department as appropriate and needed.
- Where relevant, assist with preparations related to conferences and other general tasks in the office;
- Contribute to ensuring the communication and publication of related information to the membership (e.g. by publication in eNews, Zooquaria, EAZA website, Journal of Zoo and Aquarium Research, etc.);

## **Required Qualifications and Experience**

### **Education**

- The EAZA Population Biologist will be educated to a minimum of degree level or equivalent. A degree in a related discipline such as zoology or biology is required. It is beneficial for candidates to have a post graduate qualification in zoology, biology or management.

### **Experience**

Candidates must have a minimum of five years' work experience within the zoo and aquarium community. Work experience including small population management and breeding programme management is preferred;

- Candidates must have experience with small population management theory and tools (SPARKS, PMx, ZIMS);

- Candidates must have a proven track record in project management and working in a multidisciplinary team environment;
- A proven ability in public speaking is essential;
- Experience with standard office word processing and spreadsheet packages is essential;
- Candidates should ideally have experience with line-management of staff;
- Experience with meeting facilitation will be a distinct advantage.

### **Skills**

- The ability to work effectively to deadlines and under pressure is paramount;
- Excellent project management skills;
- Fluent written and spoken English is essential. The ability to communicate in another European language is preferred;
- The ability to think strategically and creatively;
- The ability to initiate new ideas and take the initiative in response to challenges and opportunities;
- The ability to explain and teach complicated technical matters in simple terms to non-specialists;
- Candidates must have excellent interpersonal skills and the ability to work across multiple cultures.

### **Employment Conditions**

The position of Population Biologist is a full-time post working five days a week (38 hours) based at the EAZA Executive Office in Amsterdam. The successful candidate will be expected to work weekends and outside normal working hours where required, for example at conferences. There is a holiday allowance of 25 days a year and a company pension is available. The contract is initially subject to a one year fixed period, with a probation period of one month.

### **Applications**

Applications should include a covering letter and a full CV with references. Applicants are asked to submit their CV in accordance with the Europass standard (<http://europass.cedefop.europa.eu>). All applications are to be sent, preferably by email, by 31 October 2017, to Mr. Danny de Man, Collection Coordination and Conservation Manager of EAZA ([danny.de.man@eaza.net](mailto:danny.de.man@eaza.net)).