

## The Charles Darwin Foundation for the Galapagos Islands is seeking a Knowledge Management Officer for the Project “*Habla Tiburón*”

**Application deadline:** Until the vacancy is filled.

**Type of contract:** Employee (following the regulations of the Galapagos Special Law).

### Introduction

The Charles Darwin Foundation (CDF) is an international non-profit organization founded in 1959 with an operational base in the Galapagos Islands, a UNESCO world heritage site located 1,000 kilometers off the coast of Ecuador. All research programs operate from the Charles Darwin Research Station (CDRS) under the mission of CDF *to tackle the greatest threats and challenges to Galapagos through scientific research and conservation action, in order to safeguard one of the world’s most important natural treasures.*

The Charles Darwin Foundation, in partnership with the World Wildlife Fund for Nature, WWF-Ecuador, is launching a new development project, made possible by the US Agency for International Development (USAID), that aims to strengthen fisheries governance, promote responsible fishing practices, in order to further the conservation of sharks and rays in Ecuadorian waters. The ambitious project, known as “*Habla Tiburón*” will run over five years, seeks to empower fishing communities in mainland and insular Ecuador to become leading commercial hubs for responsibly sourced seafood in the region and internationally, while reversing the severe population declines in sharks and rays observed globally and in the Eastern Tropical Pacific in recent decades.

### Objective of the position

The Charles Darwin Foundation is seeking an experienced Knowledge Management Officer for the USAID supported project “*Habla Tiburón*”. This person will be responsible for the management of the data and informational output that arises from the execution of this grant.

### Reporting

The position forms part of the “*Habla Tiburón*” project management team and will report to the Project Manager. The project management team is made up of two other professionals, a Communications and Reporting Officer and a Project Finance Officer. The Knowledge Management Officer will work closely with the project management, technical teams, and CDF’s IT department to develop a knowledge management plan, collect and safely organize data in repositories to ensure the successful achievement of expected outcomes and project goals.

### Minimum Requirements

- Degree in Systems or Software Engineering. Master’s Degree in Data Science, Data analysis and mining, GIS or related fields.
- A minimum of 3 years’ experience in knowledge management, data science and/or data visualization.
- At least 3 years’ experience in projects related to data science.
- Fluent in conversational Spanish and English; strong excellent writing skills in Spanish and English.
- Experience working in interdisciplinary and multicultural environments.

- Proficiency in Open Data concepts and Visualization software.

### Skills

- Strategic-minded and highly organized
- Outstanding interpersonal communication skills
- Diplomatic communications and service oriented
- Excellent analytical and design skills
- Strong team work ethic
- Initiative and creativity
- Adaptable and able to work under pressure

### Responsibilities

- Ensure execution and compliance with all knowledge management objectives of the project.
- Process and create visual representations (visualizations) of data to generate information on scientific research output.
- Manage the data lifecycle from collection to storage.
- Ensure that data science initiatives are aligned with the project's goals and objectives.
- Work with CDF's IT team to improve data processing and/or data extraction using Machine Learning. Training and maintenance of the models implemented in the project.
- Identify data patterns and detect tendencies that aid in the achievement of the project's objectives.
- Provide the project management team with data and insights from the technical teams at CDF and WWF Ecuador to inform the performance progress reports.
- Other activities assigned by the Project Manager.
- Comply with the policies, procedures and regulations of CDF and USAID.

### Employment Conditions

The Knowledge Management Officer will be a CDF staff member, and will be based in Puerto Ayora at the Charles Darwin Research Station, Santa Cruz, Galapagos, Ecuador. Travel within Galapagos and to mainland Ecuador may be required. The Knowledge Manager will faithfully comply with the rules, regulations and procedure manuals of the CDF, as well as strictly observe and comply with the rules and regulations of the Galapagos National Park Directorate and the Galapagos Special Regime Government Council (CGREG).

Salary and benefits will be negotiated according to the qualifications of the candidate.

### Restrictions

- Please note that the provisional Galapagos government prohibits domestic pets from being brought into the Galapagos Islands.

### To apply

Those interested should send the following information via e-mail to [pro.seleccion@fcdarwin.org.ec](mailto:pro.seleccion@fcdarwin.org.ec)

- An updated resumé.
- A letter of interest in English (2 pages maximum), describing your interest in the position and skills according to the minimum requirements outlined above.
- The names and email addresses of three references.



We kindly ask you to send all the necessary documents in a single PDF file with the Re: "Habla Tiburón – Knowledge Management Officer". If you need additional information, you can reach us at the same e-mail listed above.

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