POSITION ANNOUNCEMENT

Senior Learning Specialist, Latin America & Caribbean Region

Location: Washington, DC

Application Deadline: August 5th, 2019

Expected Start: September 1st, 2019

Position Duration: Full-time

Compensation: Commensurate with experience

Environmental Incentives

Environmental Incentives’ mission is to enhance the natural systems that sustain resilient and healthy communities. We design performance-driven approaches to conservation that empower public and private sector leaders to multiply their impact. We are environmental thought leaders pioneering a new wave of conservation, helping people get the most from their investments in the environment. Since our establishment in 2004, we have become a leading advisor on natural resource programs and policies across the country and internationally. Environmental Incentives is a certified B Corporation operating three offices across the U.S. and supporting field staff in multiple countries.

- Western Office (headquarters) - South Lake Tahoe, CA
- Eastern Office - Washington, DC
- Mountain Office - Denver, CO

Measuring Impact II

Measuring Impact II (MI2) is a project under USAID’s Bureau for Economic Growth, Education, and Environment (E3) Office of Forestry and Biodiversity that provides technical leadership and guidance to increase the effectiveness and impact of biodiversity conservation and integrated programs around the world. Under MI2, Environmental Incentives and its partners, ICF and Foundations of Success, are supporting USAID thought leaders, mission staff, and Washington bureaus to apply evidence-based adaptive management across USAID’s $265 million annual biodiversity portfolio. MI2 offers assistance for best practices in adaptive management and the use and generation of evidence and learning to enhance biodiversity conservation. MI2 also helps to integrate conservation with other development sectors such as health, food security, democracy and governance, and global climate change.

Opportunity

Environmental Incentives is seeking to hire a Senior Learning Specialist for the Latin America & Caribbean Region to join the MI2 team, working at our Washington, DC office starting immediately.

The Senior Learning Specialist will work closely with MI2 staff, the USAID Latin America & Caribbean Regional Bureau (LAC), Peru and South America Regional Mission, the Office of Forestry and Biodiversity, and other USAID Missions to develop and implement regional and cross-mission learning agendas.

Key Areas of Responsibility

- Support and facilitate teams to define information needs and develop research and learning activities.

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- Support uptake of adaptive management-friendly ideas, tools, and practices and the use of evidence in decision-making processes.
- Collaborate with members of MI2’s senior management team to integrate activities related to capacity building, research, communications and outreach and to support other MI2 initiatives.

**Principal Duties**

**Lead and support technical assistance for monitoring, evaluation, and learning across USAID Missions**
- Provide technical support to missions and teams to engage in learning and the use of evidence to increase the effectiveness of programming in the LAC region.
- Develop and refine cross-mission and mission learning agendas.
- Ensure regional and mission learning activities are appropriately connected to global and overall USAID learning agendas.
- Implement learning agendas through various activities including planning and facilitating learning exchanges, webinars, curating newsletters and other web-based content, and other activities to be determined.
- Support scoping and development of concrete, demand-driven products to fill information gaps identified in learning agendas.
- Collaborate with sub-contractors, USAID staff, and implementing partners to efficiently implement monitoring, evaluation, and learning methodologies.
- Proactively address implementation challenges and define course corrections to ensure completion of program deliverables on time and within budget.

**Contribute to MI2 and Environmental Incentives project and/or company-wide learning**
- Support implementation of the MI2 Monitoring, Evaluation and Learning Plan and Learning Agenda.
- Provide contributions to planning and executing annual pause and reflect workshops.
- Ensure the lessons learned through MI2 are documented and applied to implementation.

As a Senior staff member in the EI International Practice, the successful candidate will contribute expertise to strengthen our performance as a profitable practice area and small business. Based on time available and client priorities, additional tasks could include contributing to business development, partnerships, and EI’s performance management and process improvement.

**Qualifications**

Environmental Incentives seeks talented, creative and inspired professionals who can provide technical leadership in a growing practice while being flexible enough to fit into a strong culture. We differentiate carefully our minimum qualifications and preferred skills.

**Minimum Qualifications**

These qualifications are considered the minimum necessary and we expect successful candidates will bring more than the minimum listed.

- 7 years’ experience in organizational learning; monitoring, evaluation, and learning for adaptive management; and/or communications and knowledge management
- Advanced degree (or equivalent experience) in natural resource management and conservation, environmental sciences, ecology, or a related field
- Experience designing and implementing monitoring, evaluation, and learning systems for USAID or similar organizations
- Experience in international biodiversity and conservation programming, and familiarity with the Open Standards for the Practice of Conservation and Miradi software
- Work experience in the Latin America and Caribbean region
- At least a professional working fluency in Spanish (see here for more information)
- Advanced facilitation skills with experience leading complex processes
- Demonstrated experience leading teams and clients to scope and produce technical products
- Highly organized with excellent verbal and written communication skills
- Willingness to travel internationally to the Latin America & Caribbean region for periods of one or two weeks approximately four to eight times per year
- Ability to attend conference calls and virtual meetings with international clients outside of regular business hours approximately 3-6 times per month
- Proficiency with MS Office suite and Google Apps

**Strongly Preferred**

- Consulting or employment experience with USAID or a similar US Government organization in the environment or development sector (USFWS, USDOS, USDOI-ITAP)
- Knowledge of USAID programming, approaches, and policy, including USAID monitoring and evaluation policy, terminology, and procedures
- Experience with the USAID Collaborating, Learning, and Adapting Toolkit; and USAID best practices for Adaptive Management
- Experience using systems approaches and causal modeling as the basis for designing, managing and learning from development programming
- Experience with new business development in the international development or natural resources fields

**HOW TO APPLY**

To apply, please submit a cover letter and resume on our careers page with “Senior Learning Specialist, Latin America & Caribbean” as the position title. The cover letter should concisely describe how your application meets or exceeds the minimum qualifications for this position. Please also include a completed form AID1420-17 (Employee Biographical Data Sheet) and contacts for at least three references.

**What happens next?**

After the application deadline, we will review all applications and contact qualified candidates to request work samples including previously completed evaluation reports. We will invite the top candidates to interview by video conference and may also request that they complete a short written technical assignment.

**Environmental Incentives is an Equal Opportunity Employer**

We are committed to developing an inclusive work environment where diversity of thought, style, culture and skill and is valued in support of individual performance and potential, as well as our business goals and mission.