



## Namibia Nature Foundation Job Description

**Job Title:** EIA Specialist  
**Location:** Windhoek, Namibia  
**Reports to:** Technical Services & Policy

### A. Overall Objective

The EIA specialist provides technical expertise and support towards building a more robust system of engagement with environmental assessment and planning processes for rights holders, particularly with respect to conservation areas. This support is provided through NNF and the Namibia Chamber of Environment (NCE) in close collaboration with Namibian Environment & Wildlife Society (NEWS) to a range of partners and institutions.

### B. Timeframe

This is a two year position, renewable, subject to funding and performance.

### C. Key duties and responsibilities:

Responsibilities	Tasks / Activities
<b>EIA Screening and follow up</b>	<p>In close collaboration with NEWS establish a system for screening and following EIA's, including but not limited to; reviewing newspaper adverts, registering as an IAP, document management, alerting relevant rights holders and providing them support during the process.</p> <p>Prioritise targeted support towards EIA's from extractive industries, in line with national legislation and the Extractive Industries Transparency Initiative</p> <p>Where required secure input from subject specialists</p>
<b>Capacity building, training and awareness raising</b>	<p>Develop and deliver a capacity building programme to enhance the capacity of local rights holders to better engage with environmental assessment and planning, by; identifying, developing and implementing ways of improving access to and engagement with relevant environmental assessment and planning processes.</p>
<b>Promote environmental assessment &amp; planning</b>	<p>Promote environmental assessment and planning standards in line with the Environmental Practitioners Association of Namibia and relevant international standards to support sound environmental and social safeguards and practices.</p> <p>Initiate and provide supportive actions to help strengthen Namibia as a robust business environment with excellent environmental assessment and planning processes that provide assurance for investors.</p>
<b>Technical Support</b>	<p>Provide broader technical support and mentoring to partners to enhance their capacity for following and engaging in environmental assessment and planning processes</p>

	<p>Provide broader technical support and mentoring to partners to enhance their understanding of and capacity for following transparency processes.</p> <p>Develop and maintain a register of land and resource rights compatibilities to help guide responses and planning.</p>
<b>Communications &amp; Reporting</b>	<p>Provide timely reports to partners, stakeholders and donors</p> <p>Where appropriate and agreed by the NNF Director provide public information and engage with the media</p>
<b>Outreach and Partner Engagement</b>	<p>Liaise with key Namibian Ministries and Governmental Agencies including, but not limited to, the Ministry of Environment Forestry and Tourism, Ministry of Mines and Energy and the Namibia Investment Promotion and Development Board, to strengthen environmental assessment and planning and its application in Namibia.</p> <p>Meet on a regular basis and as appropriate with relevant partners, colleagues and stakeholders.</p> <p>Maintain a network and contacts to environmental assessors, planners and practitioners.</p>
<b>Human Resource Management</b>	<p>Provide mentorship and promotes institutional pride and commitment through example, work ethic and professionalism.</p> <p>Fosters a supportive, inclusive and positive working relationship with NNF, NCE and NEWS staff, Partners and consultants.</p>

#### **D. Desired Qualifications and Experience**

This position requires:

- A degree in environmental management or similar
- At least 3 years of experience in environmental impact assessments and or planning.
- Familiarity with Namibia's environmental management act & regs, mining
- Experience with community, civic, public and private sector engagement

#### **E. Knowledge, skills and abilities**

- Strong written and verbal communication skills in English, with other official Namibian languages being an advantage
- Ability to work with a wide range of stakeholders, including local communities and private sector
- Must have strong initiative and ability to work independently
- Willingness and ability to work for extended periods of time in remote and undeveloped areas
- Valid driver's license and ability to operate a 4x4 vehicle
- Passion for the cause