

## ABOUT CONSERVATION ALPHA

Conservation Alpha is working to change how conservation is valued, managed, measured, and financed by promoting strategic, results-based outcomes as the basis for effective delivery and by catalysing large-scale finance for biodiversity conservation. Conservation Alpha combines rigorous business management practices with robust conservation planning, strategy, science and effective management approaches, based on decades of collective experience, to improve the scale and impact of conservation practices.

We support our clients to:

1. develop strategic frameworks to guide decision making;
2. measure and verify impact cost-effectively to understand and improve performance;
3. design programmes and governance-management structures to effectively implement change;
4. create innovative, large-scale financing mechanisms to drive change.

Conservation Alpha aims to create a positive work culture where our team works on cutting-edge and highly impactful projects, where individuals are empowered to perform, excited to work, and feel respected.

For more information, visit <https://www.conservationalpha.com>.

## POSITION SUMMARY

Conservation Alpha supports our clients to identify effective sustainable finance strategies and solutions, as well as to create innovative impact-based financing mechanisms and is seeking a part-time candidate to fulfil the role of *Science Communications Officer*. This role offers an exciting opportunity to work on the cutting edge of conservation impact in Africa and will require a highly dynamic candidate who can work across the diversity of client needs supported by Conservation Alpha. This part-time role will support the effective communication and high-quality delivery of technical outputs across the company, including reports, presentations, graphics, audio-visual summaries, marketing materials, and other-client-facing deliverables. The ideal candidate will combine a strong skillset in communications, design, and storytelling skills, with knowledge grounded in environmental science to ensure that our work in conservation finance, strategy and impact measurement is presented in clear, professional, innovative, and impactful ways.

The *Science Communications Officer* will be expected to have strong and concise communication skills (both oral and written) when engaging with a range of stakeholders across the finance and conservation sectors.. The candidate should be experienced in copy-editing, visual design, video editing, and have excellent English proficiency. Experience working within the conservation sector would be an advantage.

The *Science Communications Officer* will report to and support the *Performance Lead* while working closely with the broader team to create high-quality outputs. The *Science Communications Officer* may also support Conservation Alpha on a range of other projects as needed. The position offers the opportunity for career and skill development dependent upon the competencies and interests of the successful candidate. This part-time position is based remotely, preferably within South Africa or Kenya.

## KEY RESPONSIBILITIES

- Work collaboratively with the Conservation Alpha team, our partners and clients to perform this role
- Design clear, accurate, high-quality reports, presentations, and documents using the technical information provided by the team
- Translate complex scientific, financial, and conservation concepts into clear and compelling written, audio-visual, and digital communications
- Develop templates, style guides, and visual identity tools to maintain consistency across Conservation Alpha deliverables
- Provide copy-editing support to the technical team to ensure that documents are accurate and professional
- Assist with data visualisation (graphs, charts, dashboards) to clearly present analytical findings

- Support internal knowledge management by organising and curating audio, visual and written outputs for future use
- Manage Conservation Alpha's online presence and content
- Contribute to Conservation Alpha's external visibility through professional communication products that highlight impact, innovation, and thought leadership

#### **MINIMUM REQUIREMENTS**

- Degree in Environmental Science, Conservation Biology or related field with additional experience in Communications, Marketing, Design, Media Studies, etc.
- 2-3 years' professional experience in marketing, corporate communication, science communication or similar role, ideally with exposure to the sustainability or conservation sectors
- Proven ability to write, edit, and tailor content for technical and non-technical audiences
- Demonstrated skills in graphic design and/or data visualisation, with proficiency in tools such as Adobe Creative Suite (InDesign, Illustrator), Canva, Inkscape or similar
- Strong presentation development skills (PowerPoint or equivalent), capable of producing polished client-facing materials
- Excellent written and spoken English; ability to convey complex ideas clearly and concisely
- Strong organisational and time management skills, with experience meeting deadlines across multiple projects
- Demonstrable interest in conservation, biodiversity, and/or sustainability
- Right to work in country of residence

#### **NECESSARY COMPETENCIES**

- Creative, innovative thinker able to synthesise complex information into accessible, visually appealing content
- Experience producing, designing and developing communications for a professional audience
- Online content production and management skills are advantageous
- Organised, with exceptional attention to detail, especially when working across multiple workstreams
- Adaptable and comfortable switching between scientific content, business strategy, and community-level communications
- Passion for impactful nature conservation and sustainability
- Experience working with diverse stakeholder groups, across both the conservation and finance sectors
- Excellent interpersonal skills to work effectively within an internal and external team
- Strong project management skills to deliver projects on time and within budget
- Self-motivation, capacity to learn new skills, and the ability to work independently

#### **APPLICATION**

To apply for this part-time position, submit the following in a single PDF to [careers@conservationalpha.com](mailto:careers@conservationalpha.com):

- A cover letter of no more than two pages detailing your ability to meet the outlined requirements and necessary competencies, as well as any additional relevant skills that should be highlighted
- A resume or curriculum vitae, including all relevant academic and work experience.
- Three examples of your communication and design skills

Only shortlisted candidates will be contacted. Applications will be accepted until a suitable candidate has been identified.