

VACANCY ANNOUNCEMENT

The *Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH* is a public-benefit federal enterprise that operates in more than 100 countries worldwide. We work on behalf of the German Government and support public and private sector clients in a wide variety of areas, including economic development and employment, energy and environment, and peace and security. Since 2012, GIZ has been also active in Botswana and the Southern African Development Community (SADC) region where Germany's support focuses on regional economic integration, transboundary water management, cross-border use, and protection of natural resources, including adaptation to climate change within the SADC/German cooperation framework. The thematic cluster **"Climate – Energy – Natural Resources"** is an organizational structure of GIZ Botswana/SADC, managing a portfolio of various projects funded by different ministries of the German Government and the European Union. The projects are implemented in different countries within the SADC region focusing on climate change, energy efficiency, tourism and management of natural resources, fisheries, and water.

Within this cluster, the project **"Law Enforcement and Anti-Poaching (LEAP) in the SADC Region – Strengthening Regional Cooperation to Combat Wildlife Crime"** adopts a multi-level approach: it (1) strengthens regional coordination, aimed at improving the capacity of the SADC Secretariat to coordinate and support Member States in implementing the strategy and advancing regional cooperation to combat wildlife crime, it (2) builds national law enforcement capacity, aimed at providing training and capacity development among national authorities, wildlife agencies and law enforcement institutions to strengthen their human and operational capacities to detect, investigate and prosecute wildlife crimes, and it (3) supports, through the promotion of gender-sensitive approaches, community-based prevention of human-wildlife conflict, poaching and wildlife trafficking in selected Transfrontier Conservation Areas (TFCAs), with a special focus on Mozambique.

The LEAP project intends to strengthen its technical team by recruiting a **Botswana national or person with residence and/or work permit in Botswana** to establish

and co-facilitate a (sub-)regional platform to combat wildlife crime, to set up and implement the project's monitoring and evaluation (M&E) system, and to manage its external communications. GIZ therefore invites suitably qualified and experienced individuals to apply for the following position:

1. TECHNICAL ADVISOR FOR REGIONAL KNOWLEDGE AND EXPERIENCE SHARING, MONITORING & EVALUATION (M&E) AND COMMUNICATION

Job Title: Technical Advisor for regional knowledge and experience sharing, M&E and communication

Job Category: Professional, Band 4

Location: Gaborone, Botswana

Place: LEAP Office (GIZ Cluster "Climate – Energy – Natural Resources")

Duration: 01.09.2026 until 28.02.2029

A. RESPONSIBILITIES AND TASKS:

Under the technical supervision of the Project Manager, the Technical Advisor carries out the following responsibilities and tasks:

- Establish and co-facilitate, together with a colleague from GIZ headquarters, a sub-regional platform to combat wildlife crime, complementing existing exchange formats,
- Set up and regularly update an effective M&E system for the project,
- Ensure the project's external communications,
- Manage communications and visibility materials, including preparation and ongoing updating information materials (project fact sheets, PowerPoint presentations, etc.), websites and other means of presenting the project to GIZ-internal and external audiences,
- Identify opportunities for and facilitate knowledge and information sharing as well as learning exchanges on best practices in law enforcement, human/wildlife coexistence and community involvement

- Supervise short-term consultants, including the elaboration of Terms of Reference (ToR), managing the consultants' work, and ensuring quality delivery,
- Compile progress reports about activities and progress, both for internal reporting purposes and for external communication,
- Contribute to maintain and periodically update the project's operational documents and implementation plans,
- Support preparation of project-related meetings and events and facilitate their implementation (e.g. steering and planning meetings, meetings with partners),
- Participate in and contribute to the content of the exchange formats of the LEAP project, the GIZ cluster, and the GIZ Botswana/SADC portfolio,
- Further tasks, in addition to the main tasks described here, may arise as the project is implemented.

B. REQUIREMENTS:

Qualifications

- Bachelor's degree or higher in Biology, Nature Conservation, Natural Resource Management, Rural Development, International Law, Communication, or related disciplines.

Professional experience

- Minimum of five (5) years' relevant professional experience in Natural Resource Management, Public Security, in the field of Journalism, Writing & Editing and/or Monitoring & Evaluation,
- Knowledge of the SADC Law Enforcement and Anti-Poaching Strategy,
- Experience of working with SADC or similar (inter-)governmental organisations,
- Previous working experience with international development projects, NGOs, community development, or local authorities,
- Experience in independently managing contracts, small projects, events or processes,
- Experience in working for an international development organisation is an advantage.

Other knowledge, additional competences

- Excellent skills in speaking and writing English, knowledge of Portuguese and/or French is an asset,
- High level of organizational, communication, reporting, and writing skills,
- Strong interpersonal and diplomatic communication skills,
- Very good working knowledge of ICT technologies and computer applications (e.g. MS Office, especially Word, Excel and Power Point),
- Strong team player,
- Willingness to undertake occasional business trips within the SADC region.

This position is Gaborone-based with occasional travels in the region.

The position is open to Botswana nationals.

Applicants who apply should enclose motivational letter, updated CV, certified copies of certificates, ID/Passport, and two traceable references.

Applications should be addressed to: Head of Human Resources (HR)
Private Bag X12, Village
Gaborone

E-mail address: **hr-botswana@giz.de**

Closing date for applications is 31 July 2026.

Please note that only shortlisted candidates will be contacted.

GIZ Botswana is an equal opportunity employer, therefore it encourages applications from all qualified and eligible candidates regardless of their gender, religion/belief, origin, disability, and/or any other minority group. We are committed to creating an inclusive working environment for all employees.