



NLC is BirdLife in Cambodia

Terms of Reference Crane Rice Project Officer

Duty Station: Kampong Trach Office, Kampot province
(with regular travel to Phnom Penh)

Preamble

NatureLife Cambodia is the BirdLife International Partner in Cambodia. The organization was established with technical support from BirdLife International and financial support from the Critical Ecosystem Partnership Fund (CEPF) through the International Union for Conservation of Nature (IUCN). Guided by its 10-year strategic plan, NatureLife Cambodia is currently implementing conservation programs in several protected areas, including Lomphat, Boeung Prek Lapouv, Anlung Pring, Boeung Tonle Chmar and Stung Sen.

With financial support from multiple donors, NatureLife Cambodia is seeking a suitably qualified and motivated individual to join the project team and support the management and conservation of the Boeung Prek Lapouv and Anlung Pring Protected Landscapes through the implementation of the Crane Rice Project.

- **Job Title:** Crane Rice Project Officer
- **Reporting to:** Project Coordinator, Senior Administration & Finance Officer, and CEO
- **Working Relationships:** Marketing officer, NatureLife Cambodia staff, government departments, and relevant partners

Overall Purpose of the Position

To support the Project Coordinator in the effective implementation of the Crane Rice Project in the Cambodian Lower Mekong Delta, contributing to Sarus Crane conservation and sustainable livelihoods for local communities.

Key Duties and Responsibilities

- Promote the Crane Rice initiative and lead the recruitment of new Crane Rice farmers
- Lead and support farmers in rice cultivation and harvesting on leased land
- Coordinate with and monitor the agriculturist to ensure the delivery of technical training and ongoing support to Crane Rice farmers
- Build and maintain strong working relationships with local stakeholders and partners
- Support the strengthening of institutional capacity within Crane Rice farmer communities
- Follow up with Crane Rice farmers to ensure compliance with project standards and the Internal Control System (ICS)
- Assist the Project Coordinator and field team in land measurement for participating farmers

- Work with the Project Coordinator and compliance team to implement the practice of leaving 5–50% of rice in the fields to support Sarus Crane feeding at farmer fields and leased land
- Manage and control rice and seed stocks in the Anlung Pring storage facility
- Lead the procurement of raw rice from Crane Rice farmers and coordinate sales to partner companies and rice milling factories
- Support project promotion and marketing of Crane Rice products
- Work closely with the Marketing Assistant to strengthen the Crane Rice supply chain, including storage, milling, packaging, transportation, and sales
- Support ICS data collection, committee strengthening, data entry, and follow-up with the compliance team
- Provide data and information as required for project reporting
- Participate in field monitoring activities, including monitoring Sarus Crane feeding behavior when possible
- Perform other duties as assigned by the supervisor

Required Qualifications and Experience

- Bachelor's degree in natural resource management, agriculture, social sciences, or a related field
- Minimum of two years' experience in community-based work, agriculture, conservation, or a related field
- Good understanding of wetland ecosystems and wildlife conservation in Cambodia
- Good written and spoken English
- Ability to work independently and to lead small teams
- Strong initiative, reliability, and integrity
- Highly motivated and able to work under pressure
- Willingness to travel frequently and stay in project sites
- Computer literacy in MS Office; graphic design skills are an advantage
- Strong interpersonal skills and a positive team-oriented attitude
- Willingness to learn new skills and acquire new knowledge

Application:

Salary and benefits are negotiable and commensurate with experience. Interested candidates should submit a CV and cover letter (clearly indicating the position applied for) to **Mr. Bou Vorsak** (CEO of NatureLife Cambodia) via email at **admin@birdlifecambodia.org**

Applications should not exceed **1 MB** in size and must be submitted **no later than 25 August 2026**. Only shortlisted candidates will be contacted.