



JTP (MALAYSIA) SDN BHD
Kg Juara, Pulau Tioman, 26800 Rompin
Office Address: No.11, Plaza RNR
Jalan Abu Bakar, Mersing, 86800 Johor
Phone: 09 – 419 3244 **Mobile:** 011 – 2900 2187
Website: www.juaraturtleproject.com
E-mail: contact@juaraturtleproject.com

Job Description:

Position: Outreach and Educational Program Officer

Start Date: February 2022

Duration: 12 Month Contract inclusive of 3 Month Probation*

*probation period will be unpaid

Salary: RM 1500 + Food & Accommodation at project site

Days Off/Leave:

High Season (February-October) - 4 days off/month

Low Season (November-January) - 8 days off/month

Annual Leave - 14 days

Emergency/Medical Leave - 14 days (not to be combined with days off)

Key Task/Responsibilities

- Designing and implementing new programs to improve the project's outreach in the local community
- Leading educational sessions and activities with local school children
- Be involved with the planning and running of educational sessions with visiting children from international schools
- Communicate with other organisations/experienced parties who could provide useful information.
- Be a positive point of contact for local people

General Tasks/Responsibilities (All staff)

- Assist with the range of tasks and activities being carried out as part of the daily running of the project; cleaning, recycling, construction, interacting with local people or tourists etc.
- Support of other program leaders. Eg Coral Rehabilitation, to help them achieve their goals when additional labour or expertise is required.
- Assist the project manager in the application for grants
- Be a point of contact for volunteers both professionally and socially
- Lead volunteers in activities both practical and educational
- Assist in the running of school programs and activities
- Take part in daily/nightly beach patrols
- Relocate eggs and record data

General Requirements

Experience

- Must have previous experience working in education
- Must have prior experience in working with small communities
- Preferred prior knowledge and understanding of sea turtle conservation, coral reef ecology and marine life
- Preferred prior experience in a volunteer project environment

Skills

- Must be fluent in written and spoken English
- Preferred fluency in written and spoken Malay
- Strong organisational skills: able to plan work for self & others with clear instructions and focused outputs.
- Good communication skills (both written and verbal): able to provide information to a range of audiences.
- Must be a strong swimmer, comfortable with ocean conditions
- Must be able to use computer software to generate: reports, spreadsheets and power point presentations

Behavioural/Personal Qualities

- Must be able to work independently as well as part of a team.
- A problem solver able to balance needs within the constraints of the project's resources, labour force and/or funding.
- Able to be flexible and re-prioritise workload in response to changes in the project's needs
- Must have an engaging attitude, able to build relationships with diverse groups of people
- Strong commitment to conservation and passion for the natural world

Preferred Qualifications/training

- Bachelor's Degree in an Educational field
- Training in sea turtle rescue/care/rehabilitation
- Certified SCUBA diver with at least 40 dives (strongly preferred)
- Life guard training
- Emergency First Aid training or Emergency First Responder
- Experience in operating/maintaining small boats and outboard engines
- Good practical skills eg mechanic or construction

If you feel you're the right person to be part of our passionate and dynamic team of conservationists, please send through a copy of your C.V. and a cover letter to us at: Contact@juaraturtleproject.com

For More information about the project check out our website and social media pages:

Website: www.Juaraturtleproject.com

Facebook: [Juaraturtleproject.tioman](https://www.facebook.com/Juaraturtleproject.tioman)

Instagram: [Juaraturtleproject](https://www.instagram.com/Juaraturtleproject)