

WE ARE HIRING

PROJECT TEAM LEADER

Project PERISAI Mangrove – Women Champion Network
For Mangrove Landscape Restoration

About Yayasan CARE Peduli (YCP)

Yayasan CARE Peduli (CARE Indonesia) is a humanitarian organization focused on disaster risk management, climate change adaptation and mitigation, biodiversity and environmental pollution, gender equality, and inclusion. CARE Indonesia is committed to overcoming poverty and creating social justice.

CARE Indonesia envisions a world filled with hope, cleanliness, inclusion, and social justice, where poverty is overcome, development is sustainable, and everyone lives safely and with dignity. CARE Indonesia's missions aim to be a humanitarian and development actor that builds community resilience by alleviating poverty, realizing social justice, and ensuring a safe and clean environment.

Through a holistic resilience approach, CARE Indonesia's programs adopt an integrated approach to address identified issues, ensuring robust and sustainable outcomes. This approach balances the reinforcing relationships between economic growth, environmental management, and social justice, with gender equality at the core. The holistic resilience approach aligns with the sustainable development paradigm.

CARE Indonesia consistently ensures that its work aligns with national development priorities by integrating the aspirations and interests of the community with government plans and implementing sustainable practices. This approach refers to CARE Indonesia's agenda and contributes to the Sustainable Development Goals (SDGs).

About the Project

The *PERISAI Mangrove – Women Champion Network for Mangrove Landscape Restoration* project is part of YCP's ongoing effort to address climate injustice and promote women's leadership in environmental restoration. Supported by the Ford Foundation, this project strengthens women's voices and tenure rights in mangrove ecosystem restoration, builds economic resilience, and fosters digital connectivity across women-led environmental networks in Indonesia.

To implement this initiative, Yayasan CARE Peduli (CARE Indonesia) is looking for qualified and dedicated Project Team Leader.

Job Objective/Summary

The Project Team Leader is responsible for leading and managing the implementation of the PERISAI Mangrove – Women Champion Network for Mangrove Landscape Restoration project, in collaboration with local partners, government agencies, and community groups. This role involves

close coordination with the implementing partner to ensure effective collaboration, joint planning, quality assurance, and adherence to donor and YCP standards.

The position requires a balance of strategic management and field oversight. The Project Team Leader will lead project planning, monitoring, reporting, and advocacy, ensuring that all components reflect YCP's principles of gender equality, social inclusion, and community empowerment.

This position is based in the Jakarta Office, focusing primarily on coordination, planning, monitoring, and partner management.

Duties and Responsibilities

1. Project Management & Implementation

- a. Lead the planning, coordination, and implementation of project activities in line with YCP and donor standards.
- b. Supervise and provide guidance to field teams—including technical specialists, finance and administration staff, and partner organizations—to ensure timely and high-quality execution.
- c. Oversee the development of detailed workplans that reflect community priorities, gender-responsive approaches, and realistic timelines.
- d. Identify potential challenges—logistical, operational, or interpersonal—and support the team in developing practical solutions.
- e. Ensure full compliance with YCP's operational, financial, and safeguarding policies across all project activities.
- f. Work closely with implementing partner to ensure that project implementation adheres to agreed standards, joint quality benchmarks, and learning processes.

2. Partnership and Stakeholder Coordination

- a. Build and maintain strategic partnerships with local women's groups, government counterparts at district and provincial levels, private sector partners, implementing partner, and collaborating NGOs.
- b. Work in close collaboration with implementing partner to achieve the goals and objectives of the PERISAI Mangrove – Women Champion Network for Mangrove Landscape Restoration project through strong coordination, joint planning, and collective problem-solving. This partnership ensures strategic alignment, effective implementation, and shared commitment to promoting women's leadership and community resilience in mangrove restoration.
- c. Facilitate open dialogue and coordination with local leaders and partners to ensure shared ownership of project outcomes.
- d. Represent YCP in coordination meetings, multi-stakeholder forums, and policy discussions related to mangrove restoration, women's empowerment, and gender equity.

3. Technical and Capacity Strengthening

- a. Work with technical specialists to integrate gender-responsive, socially inclusive, and climate-resilient practices into all components of the project.
- b. Support the design and implementation of capacity-strengthening initiatives for women-led groups, focusing on leadership, organizational management, and economic empowerment.
- c. Ensure training materials, digital platforms, and restoration activities are relevant, accessible, and responsive to the needs of women and marginalized groups.
- d. Provide technical oversight for the PERISAI Mangrove digital learning platform, ensuring it remains functional, user-friendly, and widely utilized.

- e. Collaborate with implementing partner to maintain technical quality and consistency in all field-based activities.

4. Monitoring, Evaluation, Learning and Reporting

- a. Oversee the collection, verification, and analysis of project data, ensuring quality and consistency across all reporting streams.
- b. Work closely with the MEAL and Gender teams to track progress against targets, measure outcomes, and facilitate adaptive management.
- c. Prepare accurate, comprehensive, and timely narrative and financial reports for donors, management, and partners.
- d. Review data quality, monitoring tools, and evaluation methods to ensure credible and actionable findings.
- e. Document and disseminate lessons learned, success stories, and best practices to inform future programming and advocacy.
- f. Collaborate with implementing partner to validate field data, monitor implementation quality, and ensure lessons are incorporated into program improvement.

5. Communication & Advocacy

- a. Collaborate with YCP's Communication and Advocacy teams to highlight stories of women's leadership, community resilience, and innovation in mangrove restoration.
- b. Organize and oversee discussion forums, learning events, and stakeholder dialogues at local, national, and, where relevant, global levels.
- c. Strengthen visibility and knowledge exchange through the PERISAI digital platform and other YCP communication channels.

6. Accountability and Compliance

- a. Ensure adherence to YCP's financial and procurement policies, maintaining transparent and well-documented processes for all project transactions.
- b. Oversee timely reporting and settlement of financial and procurement-related matters.
- c. Work closely with YCP's Jakarta-based Finance and Operations teams and implementing partner during internal and external audits to ensure full compliance.

7. Government Liaison/External Relations:

- a. Represent YCP in daily coordination with donors, government agencies, and institutional partners, ensuring effective communication and alignment with project objectives.
- b. Establish and maintain positive working relationships with relevant ministries, district and provincial authorities, and development partners.
- c. Coordinate with the Communication team to ensure the project's achievements and outcomes are appropriately featured in YCP publications, media, and social platforms.
- d. Ensure that implementing partner's engagement with government and external stakeholders aligns with YCP's representation standards and quality assurance protocols.

Requirements

1. Education, experience and technical competencies

- a) Bachelor's degree in Environmental Studies, Development Studies, Social Science, Public Policy, or other relevant fields (Master's degree preferred).
- b) **Minimum 7 years of professional experience in project management, preferably in natural resource management, climate change, or gender and community development.**
- c) Proven experience in managing multi-stakeholder projects with local governments, NGOs, and community-based organizations.

- d) Demonstrated ability to supervise teams, manage budgets, and coordinate with diverse partners.
- e) Experience in donor-funded projects involving gender integration, community empowerment, and environmental sustainability.
- f) Strong communication and report-writing skills in both Bahasa Indonesia and English.
- g) Willingness to travel up to 50% to project sites, including remote areas, and approximately 20% to Palu, Central Sulawesi.

2. Personal attributes & competencies

- a) Strong leadership, interpersonal, and communication skills with proven ability to develop and maintain trusted relationships with internal and external stakeholders.
- b) Professional integrity and ability to represent YCP in a manner that enhances both project and organizational reputation.
- c) Readiness to work respectfully with people from diverse backgrounds, with cultural sensitivity and adaptability.
- d) Strong planning, organizational, and time management skills; proven ability to manage competing priorities and delegate effectively.
- e) Ability to work under pressure, multi-task, and respond flexibly to changing contexts.
- f) Excellent written communication and analytical skills.
- g) Commitment to fostering a respectful, collaborative, and empowering work culture.
- h) Commitment to values that YCP upholds, i.e. Integrity, Diversity, Equality, Excellence and Transformation. Commitment to gender equality and social justice and Do No Harm principles.
- i) Commitment to Safeguarding Policy: Protection from Sexual Harassment, Exploitation and Abuse and Child Abuse.

HOW TO APPLY

YCP is an equal opportunity employer and we offer collegial working environment and competitive salary and benefits package. Applicants are invited to send a cover letter illustrating their suitability for the above position, and detailed curriculum vitae, with names and addresses of 4 (four) referees/direct supervisor (including telephone and email address).

Please submit your applications with the subject **# position applied__Your name #** to: yyp_recruitment@careind.or.id at the latest by **08/12/2025**.

**All applications will be treated confidentially. Only shortlisted candidates will be notified and invited for interview.*

**We do not provide correspondence related to this recruitment and do not provide notification of application/CV received.*

Thanks for your interest in CARE! We are committed to each other and to the protection of the people we serve. We do not tolerate sexual misconduct within or external to our organization and imbed child protection in all we do. Protection from sexual harassment, exploitation and abuse and child protection are fundamental to our relationships, including employment, and our recruitment practices are designed to ensure we only recruit people who are suitable to work with other staff and the people we serve. As well as pre-employment checks, we will use the recruitment and reference process to ensure potential new staff understand and are aligned with these expectations.
