



Terms of Reference
for
Project Assistant – MUI at Six Senses Laamu

Job Title:	Project Assistant – MUI at Six Senses Laamu
Location:	Six Senses Laamu, Olhuveli island, Laamu Atoll, Maldives
Reports to:	Project Manager – Fisheries and Tourism
Contract type:	Consultancy contract
Duration:	One year, with possibility of extension
Normal working hours:	Six days per week
Remuneration:	Take-home USD 700 – 1,000 per month (depending on qualifications and experience)
Closing Date:	9pm Maldives time (UTC+5) on 31 December 2024

1. Organisational Background

Maldives Resilient Reefs (MRR) is a Maldivian NGO working to restore coral reefs in the Maldives as climate resilient ecosystems for the benefit of people, nature and the economies that depend on them. MRR’s strategic intervention areas are: 1) Increased effective marine protection to build climate resilience in the Maldives, 2) Improved human practices that benefit marine ecosystems of the Maldives, and 3) Strengthened local capacity, knowledge and support for marine conservation in the Maldives. MRR is affiliated with a UK charity, Blue Marine Foundation, which works with governments, fishermen, communities and other NGOs to restore a healthy ocean forever, for everyone.

Since its establishment in 2020, MRR has made significant contributions to marine conservation in the Maldives, including supporting the designation of new Marine Protected Areas and Community Conserved Areas, developing a model for sustainable resort reef fisheries, promoting sustainable fisheries, responsible tourism and marine nitrogen management and garnering support for marine conservation through its citizen science programmes, campaigns and advocacy.

2. Position Summary

MRR is recruiting a Project Assistant – MUI at Six Senses Laamu (MUI) to support the implementation of project activities based at Six Senses Laamu. The selected candidate will work closely with the MUI team and will be supported by MRR’s team based in Laamu Gan.

3. Key roles and responsibilities

A. Project delivery and support

- Providing on-site support to ensure the smooth delivery of the 'Laamaseelu Masveriya' resort reef fishery project, specifically:
 - Monitoring the resort fish landing process and supporting its improvement.
 - Monitoring the resort recreational fishing process and supporting its improvement.
 - Organizing the fisher meetings.
 - Training of fishermen and relevant departments in the resort on the project.
- Providing on-site support to ensure the delivery of research activities, specifically:
 - Biodiversity baseline surveys of coral reefs, mangroves and seagrasses.
- Providing support to deliver Maldives Resilient Reef's research and education objectives as needed.
- Strengthening relationships with project partners and stakeholders, particularly island councils, fishermen and local communities.
- Maintaining up-to-date progress reports.
- Day-to-day management of projects related social media and communications.

B. Supporting MUI activities related to improving marine conservation in the Maldives.

- Support the MUI team to engage with tourists on site through activities including:
 - Weekly educational presentations.
 - Reception duty.
 - Snorkel trips (one per week).
 - Provide support to partners for relevant research and monitoring studies as required.

4. Candidate profile

The individual should be passionate about marine conservation. This position offers the possibility of career progression within the organisation. **This position is open for both international and Maldivian applicants.**

Essential requirements

- At least two years of experience in a relevant field.
- Good organisational, time management and multitasking skills.
- Good communication and interpersonal abilities.
- Fluency in spoken and written English.
- Good computer literacy.
- Ability to work independently and as part of a team.
- Physically fit to perform duties.

Preferred requirements

- Bachelor's degree in environmental management, related sciences or project management OR at least three year of experience in a relevant field
- Fluency in spoken and written Dhivehi.

- Proven experience working across conservation or environmental projects.
- Proven experience working with resorts.
- Experience working with local communities in the Maldives.
- Social media experience and content creation.

5. Application and selection process

Please email the following documents to contact@maldivesresilientreefs.com by **9 pm (UTC +5) on 31 December 2024**.

- All documents must be emailed in pdf format.
- Cover letter explaining your skills and suitability for the role.
- Curriculum vitae with at least two reference's contact information.

Only shortlisted candidates will be contacted for interviews.