



## Annex IV

### *Terms of reference*

#### *MIKE*

#### *Sub-Regional Support Assignments*

#### **Background**

The Conference of the Parties to CITES, at CoP11 [in Resolution Conf. 10.10 (Rev.)], agreed that the system known as Monitoring the Illegal Killing of Elephants (MIKE), established under the supervision of the Standing Committee should continue and be expanded. Annex 2 of the Resolution describes the scope and methodology, but essentially MIKE is a site-based sampling system, which will provide information at national, sub-regional and continental levels in Africa and Asia, under the coordination of a MIKE Central Coordination Unit, headed by the MIKE Director. Information on MIKE is provided on the CITES website ([www.cites.org](http://www.cites.org)).

Africa is organized into four sub-regions (West, Central, Southern and East) and Asia is arranged into two sub-regions (South and South East). A vacancy now exists for the South Asia Sub-region. The CITES MIKE Programme is therefore seeking expressions of interest, from suitably qualified persons, who would wish to contribute to MIKE implementation in the role of a Sub-regional Support Officer.

#### **Duties**

The Sub-regional Support Officer (SSO) will:

1. be responsible for providing technical assistance to the Sub-Regional Steering Committee (SSC), and will provide technical assistance to the National Officers and the Site Officers within the sub-region;
2. provide regular progress reports to the Chairman (SSC); provide the necessary office support for arranging SSC meetings and assist the implementation of actions agreed by the SSC.
3. work at the site level in order to facilitate the full functioning of that site in its use of the data collection protocols approved by MIKE's Technical Advisory Group (TAG);
4. also work at national levels in relation to Aerial surveys, etc.;
5. facilitate the storing, analysis, management and onward flow of site data at national levels;
6. be responsible for overseeing the delivery of training required in the sub-region;
7. coordinate the storage, analysis, management and onward flow of the national information at sub-regional levels;
8. be responsible for overseeing the implementation of budgets allocated to the sub-regions and for the reporting of expenditures;
9. provide progress reports in accordance with the reporting procedures provided by the MIKE Director;
10. be answerable directly to the MIKE Director.

#### **Assignments**

1. The assignment will initially be for 24 months and the location will be:  
New Delhi

#### **Qualifications and experience**

1. SSO must have the technical competence to fully understand and provide training in the methodologies required by MIKE as well as competence in the analysis and management of the information collected. Familiarity with Microsoft Office (especially Access) and Arcview will be important.
2. SSO should have a minimum of five years experience in elephant population survey work, anti-poaching efforts, etc. related to the savannah and forest ecosystems relevant to Asia.
3. SSO must demonstrate an ability and willingness to work in the field, achieve expected outputs on time and with adequate quality and undertake professional administration and reporting activities.
4. SSO should have a university degree, preferably a higher degree, in a subject matter that directly relates to the experience and technical skills required by the duties listed above.