

## **Term of Reference**

### **Regional Training and Learning Senior Manager**

#### **About Coral Triangle Center**

Coral Triangle Center (“CTC”) is a foundation based in Indonesia with a regional scope and global impact. Established in 2010, CTC works closely with local communities, the private sector, governments, and partners to strengthen marine resource management in the Coral Triangle to protect coral reef ecosystems, ensure sustainable livelihoods, and enhance food security.

We support on-the-ground conservation in Bali, Maluku, and Timor-Leste. We lead learning networks of women leaders, local government executives, and marine protected area practitioners in Indonesia, Malaysia, the Philippines, Papua New Guinea, the Solomon Islands, and Timor-Leste. We are developing our Center for Marine Conservation in Bali as an integrated learning space for training programs, outreach activities, interactive exhibits, and artistic and cultural performances to influence millions of people to care for our oceans and those who depend on them.

We, at CTC continue to work towards our aim to inspire people to care for the oceans. Since our establishment in 2010 until 2024, we have protected 435,000 hectares of critical marine habitat. We have trained more than 7,600 people to support marine protected areas and sustainable fisheries management throughout the Coral Triangle region. More than 30,000 people have visited our Center for Marine Conservation, many of whom have been inspired to take direct action to protect our oceans. In the last three years, we have reached an average of 200,000 people annually to care for our seas via our social media channels. In 2022, we started our monthly children’s education program and engaged more than 500 schoolchildren in Indonesia to become future stewards of our planet.

#### **Essential Function**

The Regional Training & Learning Senior Manager will advance CTC capacity building initiatives on marine conservation, including the Marine Protected Areas (MPAs) and Other Conserved Marine Areas. The ideal candidate will possess expertise in marine ecology, policy development, resource management and, with a proven track record of managing complex, science-driven conservation programs, and integrating cutting-edge studies or best practices into actionable conservation strategies.

This position is based in Bali and reporting directly to CTC’s Executive Director and/or Marine Program Director. As a member of the Senior Management Team (SMT), the Regional Training & Learning Senior Manager will ensure alignment of CTC’s capacity building programs with the 5-years strategic plan, the learning sites portfolios to enhance organizational effectiveness. The role will also include liaising with relevant project stakeholders at national, regional and global levels, understanding key policies and legal framework of MPAs, OECMs, managing reporting both to donors and partner government, maintaining communication with internal and external partners.

#### **Key Responsibilities**

The Regional Training & Learning Senior Manager will be responsible for the following:

1. Responsible to manage the CTC’s Training and Learning portfolio towards an integrated and innovative program portfolio that is adaptive in nature, ensuring the development and implementation of a strong and unified program aligned with CTC’s vision, mission and values. S(he) will continue to develop and update the training and learning programs, promote innovation in training delivery, including digital learning platforms and hybrid models.

2. Strengthen CTC's positioning as a regional implementing and knowledge partner within CTI-CFF capacity building frameworks. S/he shall contribute to regional forums, technical exchanges, and joint initiatives and ensuring training programs are scalable, demand-driven, and aligned with ecosystem-based management approaches (e.g., MPA management, EAFM, OECMs).
3. Identify, assess, and pursue funding opportunities from bilateral, multilateral, philanthropic, and private sector donors. Oversee the preparation of high-quality concept notes, technical proposals, and budgets in coordination with program, MEL and finance teams. Maintain and manage a grant pipeline, ensuring strategic positioning and continuity of funding streams.
4. Oversee the operational management of *Tempat Uji Kompetensi* (TUK) to ensure compliance with standards and relevant sectoral competency frameworks, including readiness for certification assessments (assessors, tools, facility, documentation), and alignment of training curriculum with the competency needs, national and regional needs.
5. Promote innovation in training delivery, including digital learning platforms and hybrid models including oversee the development of standardized curricula, training modules, and certification-linked learning pathways.
6. Strengthen CTC's knowledge management systems to capture, document, and disseminate lessons learned and best practices. Ensure integration of knowledge products from CTC's implemented programs, case studies or exchange learning, into training and learning programs.
7. Build and maintain positive relationships with government agencies, academic institutions, NGOs, and private sector actors, facilitating communication and coordinating activities, such as preparing program communication correspondences, documents, invitations, and TORs, including represent CTC at events, conferences, and meetings as assigned by the Executive Director.

**Reporting & Coordination Line:**

The Regional Training & Learning Senior Manager will report directly to the Executive Director or Marine Program Director. S/he will lead the Training & Learning Team and collaborate with the Senior Marine Conservation Advisor, Science Coordinator, and other technical units such as Knowledge Management Lead, Monitoring, Evaluation & Learning Coordinator, Communication, and Finance, Operation & HR.

**Requirements Qualifications**

- MSc in Coastal Zone Management, Fisheries Management, Marine Ecology or related degree with at least a proven 10-year experience in managing Marine Conservation/ Environment programs. PhD or relevant advance degree is preferred.
- Demonstrated professional track record in deliverability of training and learning programs in Marine Protected Areas (MPAs), Effective Area-Based Conservation Measure), Ecosystem Approach to Fisheries (EAFM), and related topics;
- Experience in managing multi-cultural project teams, strong social, communications, people and organization skills, flexible to changing situations and priorities;
- Knowledge on the Coral Triangle Initiative (CTI) and working experience in at least 3 of the six Coral Triangle countries: Indonesia, Timor Leste, Solomon Islands, Papua New Guinea, Philippines and Malaysia;
- Excellent verbal and written skills in English and preferably Bahasa Indonesia, with proven publication skills.
- Demonstrated good performance in strategic planning, partner relationships and willingness to manage flexibility in performing the works when needed and advanced skills in personal computer use, data base management, statistical analysis, reporting and presentation.

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**How to Apply:**

- This position will remain open until filled. However, applications will be reviewed on a rolling basis and the selection process may proceed as applications are received. Therefore, interested candidates are encouraged to submit their applications at the earliest opportunity.

- Interested candidates shall submit their application to: [hrecruitment@coraltrianglecenter.org](mailto:hrecruitment@coraltrianglecenter.org) with subject email: SM-Regional Training and Learning – [your name]
- The application should be in doc. / docx. / pdf., with file name:

[your name] – Cover Letter – SM-Regional Training and Learning  
[your name] – CV

- Please do not attach unsolicited documents due to our mailbox space limitations
- Amendments to the position’s scope of work may be made during the period of the engagement as required.
- Only short-listed candidates will be notified for interviews

***Coral Triangle Center is an Equal Opportunity Employer***