



## RECRUITMENT ANNOUNCEMENT

- 1. Biodiversity Specialist (International)**
- 2. Climate Data and Decision Support Systems Specialist (International)**
- 3. Water Resources Specialist (International)**

ICEM – the International Centre for Environmental Management - is an award-winning, independent technical service centre that supports government, the private sector, and communities develop and implement policies and actions for sustainable development. Established in 1999, ICEM has its regional headquarters in Hanoi and is staffed by full-time international and national experts.

ICEM works in Asia and the Pacific and focuses on climate change, biodiversity conservation, water resources management, strategic environmental assessment, disaster risk reduction, and environmental economics. ICEM's mission is to advance ecologically sustainable development—improving quality of life now and for future generations while preserving the ecological systems that sustain life.

ICEM is now seeking to employ: (1) a **Biodiversity Specialist**; (2) a **Climate Data and Decision Support Systems Specialist** and (3) a **Water Resources Specialist**, international, based in Hanoi, Vietnam, on a two-year renewable contract.

### **(1) Biodiversity Specialist**

The Biodiversity Specialist will work as part of a multidisciplinary team, supporting ICEM's mission to advance ecologically sustainable development and resilience across all the sectors we work in.

The Biodiversity Specialist will have the following **responsibilities**:

- *Technical input to ICEM projects, per the staff's technical qualifications and experience (30%):* implementing project activities, trainings and workshops, providing technical backstopping to project teams, delivering presentations, conducting applied and pioneering research, introducing innovations, and developing and championing new approaches and methodologies.
- *Project management (30%):* leading and coordinating project teams to ensure timely and effective delivery of activities and outputs, relationship building with Government, donors and partners, work planning, mission and workshop organization, operational facilitation and backstopping, and ensuring reporting is carried out to schedule and to the highest quality.
- *Program development (30%):* preparing expressions of interests, concept notes and technical proposals to expand ICEM's portfolio of projects.
- *Communications and knowledge management (10%):* preparing ICEM publications, policy briefs, discussion papers, website and social media content and other knowledge management products linked to ICEM's mandate and projects.

The Biodiversity Specialist will have the following **qualifications and experience**:

Applicants should hold a Master's degree or Doctorate in Ecology, Biodiversity Conservation, Environmental Science, Natural Resource Management, or a closely related field and have at least five years relevant professional experience in biodiversity conservation, ecosystem management, ecological assessment, nature-based solutions, or related fields. Candidates should demonstrate a proven track

record in the design, management and implementation of development projects within the Asia-Pacific region, including experience in multi-country or remote project management.

Experience working with international donor organizations, national or local governments, and municipalities is essential. Proven experience in preparing high-quality technical proposals, analytical studies, and project reports is required. Experience with the ADB and the World Bank is considered a distinct advantage.

## **(2) Climate Data and Decision Support Systems Specialist**

The Specialist will work as part of a multidisciplinary team, supporting ICEM's mission to advance ecologically sustainable development and resilience across all the sectors we work in.

The Specialist will have the following **responsibilities**:

- *Technical input to ICEM projects, per the staff's technical qualifications and experience (30%):* implementing project activities, trainings and workshops, providing technical backstopping to project teams, delivering presentations, conducting applied and pioneering research, introducing innovations, and developing and championing new approaches and methodologies.
- *Project management (30%):* leading and coordinating project teams to ensure timely and effective delivery of activities and outputs, relationship building with Government, donors and partners, work planning, mission and workshop organization, operational facilitation and backstopping, and ensuring reporting is carried out to schedule and to the highest quality.
- *Program development (30%):* preparing expressions of interests, concept notes and technical proposals to expand ICEM's portfolio of projects.
- *Communications and knowledge management (10%):* preparing ICEM publications, policy briefs, discussion papers, website and social media content and other knowledge management products linked to ICEM's mandate and projects.

The Specialist will have the following **qualifications and experience**:

Applicants should hold a Master's degree or Doctorate in Climate Science, Environmental Data Science, Geospatial Information Systems, Computer Science, Environmental Engineering, or a closely related field and have at least five years relevant professional experience in climate data analysis, geospatial modelling, environmental informatics, or the development of decision support systems for environmental or climate-related planning.

Candidates should demonstrate experience in the design and development of web-based analytical platforms, integration and analysis of large datasets, and the application of climate information to policy, planning or investment decisions. This includes integrating climate, environmental and socio-economic datasets; developing geospatial and analytical tools and dashboards; applying programming and data analysis tools (such as Python, R, GIS platforms, and cloud-based data systems); and supporting Government counterparts in the co-development, testing and application of these platforms.

Candidates should demonstrate a proven track record in the design, management and implementation of development projects within the Asia-Pacific region, including experience in multi-country or remote project management.

Experience working with international donor organizations, national or local governments, and municipalities is essential. Proven experience in preparing high-quality technical proposals, analytical studies, and project reports is required. Experience with the ADB and the World Bank is considered a distinct advantage.

### **(3) Water Resources Specialist**

The Water Resources Specialist will work as part of a multidisciplinary team, supporting ICEM's mission to advance ecologically sustainable development and resilience across all the sectors we work in.

The Water Resources Specialist will have the following **responsibilities**:

- *Technical input to ICEM projects, per the staff's technical qualifications and experience (30%):* implementing project activities, trainings and workshops, providing technical backstopping to project teams, delivering presentations, conducting applied and pioneering research, introducing innovations, and developing and championing new approaches and methodologies.
- *Project management (30%):* leading and coordinating project teams to ensure timely and effective delivery of activities and outputs, relationship building with Government, donors and partners, work planning, mission and workshop organization, operational facilitation and backstopping, and ensuring reporting is carried out to schedule and to the highest quality.
- *Program development (30%):* preparing expressions of interests, concept notes and technical proposals to expand ICEM's portfolio of projects.
- *Communications and knowledge management (10%):* preparing ICEM publications, policy briefs, discussion papers, website and social media content and other knowledge management products linked to ICEM's mandate and projects.

The Water Resources Specialist will have the following **qualifications and experience**:

Applicants should hold a Master's degree or Doctorate in Water Resources Management, Hydrology, Environmental Engineering, or a closely related field and have at least five years relevant professional experience in water resources management, watershed and river basin planning, climate resilience, nature-based solutions, flood and drought management, or related fields. Candidates should demonstrate a proven track record in the design, management and implementation of development projects within the Asia-Pacific region, including experience in multi-country or remote project management.

Experience working with international donor organizations, national or local governments, and municipalities is essential. Proven experience in preparing high-quality technical proposals, analytical studies, and project reports is required. Experience with the ADB and the World Bank is considered a distinct advantage.

Applicants should be fluent in English with excellent technical, academic and communications writing and presentation skills, and possess advanced proficiency in MS office and other relevant software tools. Strong interpersonal skills, cultural sensitivity, and the ability to work effectively in multidisciplinary and multicultural teams are also essential.

The position is expected to start as soon as possible, and early availability will be an advantage.

#### **How to apply:**

Interest candidates should send a cover letter and an updated CV, including contact details of two referees, to ICEM at Ms Mai Quynh Luong ([mai.luongquynh@icem.com.au](mailto:mai.luongquynh@icem.com.au) and [admin@icem.com.au](mailto:admin@icem.com.au)).

Applications close on **31 March 2026**. Only short-listed candidates will be contacted.

*ICEM is committed to fostering an inclusive, equitable, and diverse workplace that reflects the communities we serve. We strongly encourage applications from women, and individuals from underrepresented or marginalized groups. All qualified applicants will receive consideration without regard to gender, age, ethnicity, religion, or background, and we actively support flexible and family-friendly work arrangements to ensure equal opportunity for all.*

For more information about ICEM, please visit [www.icem.com.au](http://www.icem.com.au)