WILDAID®

Terms of Reference (TOR)

Marine Law Enforcement Training and Operational Specialist, Gabon — Consultant

Application deadline: November 30h, 2026

Introduction

WildAid is a global, dynamic, and growing non-governmental organization (NGO) dedicated to wildlife conservation. Our headquarters are in San Francisco, California and we have a global portfolio of over 110 sites in 25 countries. Our mission is to inspire positive change and to facilitate capacity building to protect and conserve biodiversity and vital habitats against critical threats.

Since our founding in 1999, we have established WildAid as a leading conservation organization, driving behavior change through world-class communications campaigns and capacity building. For more than a decade, Charity Navigator has given us a four-star rating.

Through the WildAid Marine Program, we work with local leaders to design and implement enforcement solutions that reduce illegal fishing and strengthen the protection of priority marine areas. Our approach builds a complete Marine Protection System at each site, covering surveillance and enforcement, training and mentorship, policies and consequences, community engagement, and consistent funding. We aim to expand to 250 sites over the next five years. In doing so, we will contribute to the effective protection of marine wildlife, ocean habitats, and coastal livelihoods worldwide.

Background and Context of the Consultancy

WildAid has worked in Gabon since 2018 as part of a partnership initially established with the Agency for National Parks (ANPN) and subsequently strengthened by the signing of a memorandum of understanding with the Ministry of Fisheries, the Sea, and the Blue Economy in 2022.

In recent years, WildAid has provided significant support to strengthen national capacities for monitoring and enforcing fishing activities. This support has notably enabled the construction and provision of a 9.5-meter vessel equipped with two 115-horsepower engines for the Libreville Fisheries Brigade, the organization of capacity-building workshops for fisheries inspectors and awareness-raising workshops with artisanal fishing communities, the provision of surveillance kits, as well as technical and financial support that has contributed to the intensification of artisanal fishing surveillance operations in the Komo Estuary.

WildAid has mobilized resources from one international funding partner for a three-year project to help reduce illegal fishing in Gabon's coastal marine protected areas (MPAs) through an integrated approach centered on four priority areas:

1. strengthening mechanisms for reporting violations;
2. improving the surveillance and response capabilities of the relevant agencies;
3. deploying innovative technological solutions for monitoring and control;

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4. and supporting improvements to the regulatory and institutional framework governing the fisheries sector.

The consultancy will contribute primarily to the second and third areas while supporting the overall development of an effective, coordinated national marine enforcement system.

Consultancy Objective

The objective of this consultancy is to provide technical and operational assistance to WildAid and relevant marine enforcement authorities in Gabon to strengthen national monitoring, control, and surveillance (MCS) systems.

The consultant will provide practical support in marine patrol operations, risk-based patrol planning, vessel operations, boarding and inspection procedures, training and mentoring of government personnel, development of standard operating procedures, evidence collection and custody, interagency coordination, and assessment of patrol vessels and marine surveillance technologies.

The consultant will also support the effective use of operational and surveillance information to improve patrol planning, decision-making, and follow-up of enforcement activities.

Specific objectives:

- Strengthening the operational capacity of government personnel in vessel operations, patrol planning, boarding and inspection procedures, in accordance with national legislation.
- Supporting the development and implementation of standard operating procedures (SOPs) for patrol planning, vessel inspections, evidence collection, reporting, and interagency coordination.
- Standardizing MCS procedures and coordination mechanisms across relevant sites and government agencies.
- Supporting and strengthening the national toll-free hotline dedicated to reporting violations related to fishing activities, including mechanisms for processing and following up on relevant reports.

Scope of the Consultancy

The consultancy is intended to be highly practical and field-oriented.

The consultant will work closely with government counterparts and the WildAid team to translate technical recommendations into operational improvements. This will include participation in field assessments, patrol planning sessions, training activities, vessel assessments, and selected patrol operations.

The consultant will act exclusively in an advisory and capacity-building role. Enforcement authority remains with relevant government agencies.

Main Activities and responsibilities

Training and capacity building

- Design and deliver practical training for fisheries inspectors, ecoguards, maritime enforcement personnel, and other relevant government personnel in accordance with national legislation.
- Develop training materials and practical exercises covering:

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- Vessel operations and safety;
- Navigation and patrol planning;
- Boarding and inspection procedures;
- Identification and documentation of fisheries violations;
- Evidence collection and reporting;
- Risk-based enforcement approaches;
- Use of surveillance and communication technologies.

- Provide coaching and mentoring during field activities and patrol operations
- Evaluate training outcomes and provide recommendations for continued capacity development.

Procedures and interagency coordination

- Develop or update standard operating procedures (SOPs), protocols, checklists, and operational guidance relevant to marine MCS.
- Support the establishment of clear coordination mechanisms between relevant government agencies involved in fisheries and marine enforcement.

MCS and operational support

- Provide technical recommendations regarding vessel configuration, equipment, communications, safety, and routine maintenance.
- Review patrol reports and provide technical recommendations to improve effectiveness.
- Review and provide technical input on products developed under the project.
- Ensure that technical recommendations are practical, evidence-based, and adapted to the Gabonese operating context.

Representation and communication

- Supervision by the Senior Law Enforcement Advisor
- Represent WildAid at national and regional technical meetings, activities, and events related to marine enforcement and to the responsibilities of the position.
- Participate in regular meetings with the WildAid team and partners
- Maintain effective communication with the project manager and national coordinator
- Coordinate closely with other WildAid consultants and Marine Program staff.
- Carry out other activities within the scope of the consultancy and mutually agreed between the parties.

Level of Effort, Location, and Travel

The consultant will be expected to provide between 2 and 10 days of effort per month, and up to 15 days when training sessions are scheduled. The final level of effort will be agreed during contract negotiations. The consultant will primarily work remotely and travel to Gabon as required by the agreed workplan. Travel within Gabon is expected to include time at sea on patrol vessels for assessments, training, mentoring, and operational support. Occasional travel to other African countries may be requested and will be agreed case by case.

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The consultant must reside in Africa or Europe and work from a home office. WildAid does not provide office space.

WildAid will cover approved travel costs, including transportation, lodging, and meals, separately from the consultancy fee, in accordance with WildAid's travel policy and the agreed financial arrangements.

Language of Deliverables

Working languages are French and English.

Products intended for government counterparts, including technical assessments, SOPs, training materials, and operational guidance, will be delivered in French unless otherwise agreed.

Reports intended for WildAid, including inception, progress, and final reports, will be delivered in English unless otherwise agreed.

Professional Profile

WildAid is seeking a practical and experienced marine enforcement professional with strong field experience in marine MCS, fisheries enforcement, marine conservation or maritime operations.

The ideal candidate will combine operational experience at sea with leadership experience. Key capabilities include the ability to work effectively with government authorities, develop practical systems and procedures, deliver training, and translate technical assessments into operational recommendations.

The consultant should be reliable, highly attentive to detail, comfortable working in the field and at sea, and able to manage multiple priorities in a dynamic environment.

Strong interpersonal skills are essential. The consultant must be able to build constructive relationships with government counterparts, communicate technical concepts clearly, and work effectively in multidisciplinary and international teams.

Education

- Bachelor's degree or equivalent in maritime or naval sciences, fisheries, marine biology, law enforcement, maritime security, or a related field
- A postgraduate degree in a relevant field is an asset.
- Equivalent professional training and substantial career experience in a natural resource or protected-area enforcement agency (preferred), navy, coast guard, fisheries authority, or similar institution may be considered in lieu of a university degree.
- Preferred credentialed law enforcement training or certifications in Instructor Techniques, Field Training Officer, Technical Investigations, Evidence Collection, Vessel Surveillance Platforms or additional fish and wildlife law enforcement training competencies.

Experience and technical competencies

- Demonstrated experience of at least 10 years working on issues related to marine MCS (fisheries enforcement, marine law enforcement, maritime security), including direct field experience in marine patrol operations.

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- Minimum 10 years Government law enforcement employment, preferably in a natural resource or conservation law enforcement agency
- Personal law enforcement investigations, prosecutions and court or administrative sanctions
- Court room or law enforcement testimony before a government enforcement body
- Practical experience with vessel operations, patrol planning, boarding, inspection, and enforcement procedures.
- Experience working in marine protected areas or coastal conservation. Experience working with artisanal fisheries and small-scale fishing vessels.
- Experience designing and delivering technical training to government personnel, such as fisheries inspectors, maritime authorities, coast guard personnel, park rangers, or other enforcement personnel.
- Experience supervising enforcement personnel and directing enforcement operations with multiple agencies.
- Experience with community-based reporting or environmental/fisheries reporting mechanisms.
- Professional experience in Gabon or elsewhere in West or Central Africa.
- Practical knowledge of the operation and maintenance of small and medium patrol vessels, and the ability to assess their suitability for a given geography and operating profile. Professional maritime certification will be valued.
- Experience specifying, evaluating, or procuring marine surveillance equipment and technology, and the ability to compare options on technical merit and cost.

Organizational competencies

- Ability to work effectively in international and matrixed teams.
- Strong organizational skills and ability to manage multiple priorities and deadlines.
- Excellent oral and written communication skills, with the ability to draft technical reports clearly and concisely.
- Proficiency with digital tools for collaborative work.
- Native French speaker; English proficiency (written and verbal) required.
- A strong commitment to conservation, sustainable fisheries, and effective marine protection.
- Availability to travel up to 4 times per year (1 to 3 weeks), including time at sea.

Term

The consultant will be engaged as an independent contractor for an initial period of 12 months.

Depending on funding availability, performance, and project needs, the consultancy may be extended.

Compensation and Payment

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The daily rate will be agreed upon based on the selected candidate's qualifications, experience, and WildAid's internal policies. Payments will be made against deliverables accepted by WildAid, according to the payment schedule established in the consultancy agreement. The consultant will be responsible for all taxes, social security, and other obligations applicable to independent contractors in their country of residence. Travel and approved field expenses will be covered separately in accordance with WildAid's travel policy and the terms of the consultancy agreement.

Compliance, Safeguards, and Security Requirements

The selected consultant will be required to comply with WildAid's standard consultant agreement and organizational policies, including, but not limited to:

- Conflict of interest and disclosure.
- Code of conduct and policy on protection from sexual exploitation, abuse, and harassment.
- Confidentiality.
- Intellectual property.
- Anti-corruption and procurement integrity.

The consultancy services include travel in Gabon, time at sea, participation in patrols activities, and work in areas where illegal fishing occurs. The following standard operating procedures will apply:

- **Role during operations.** The consultant participates in patrols as a technical adviser and trainer under the command of the responsible authority. The consultant will not exercise enforcement powers, and will not lead boardings, inspections, arrests, seizures, or other enforcement actions.
- **Safety protocols.** The consultant will comply with the safety procedures of the host authority and WildAid, use the personal protective and safety equipment required for each activity, and confirm before each sea outing that the vessel meets basic safety requirements, including communications equipment, lifesaving equipment, and weather and operational conditions.
- **Insurance.** The consultant must hold and provide evidence of travel, health, and accident insurance valid in the countries where the consultancy is performed.
- **Incident reporting.** Any accident, security incident, or near miss must be communicated to the Project Manager as soon as reasonably practicable and, where possible, within 24 hours, followed by a written report within three business days.
- **Travel authorization.** Field trips are authorized in advance by the Project Manager, with an itinerary and emergency contacts shared before departure.

Application Process

Interested candidates should submit:

- A CV or résumé
- a cover letter explaining their suitability for the consultancy;
- their compensation expectations or proposed daily/monthly consultancy rate;
- three professional references; and
- their earliest available start date.

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Applications should be sent to: wozniak@wildaid.org,

Please use the subject line " **Marine Law Enforcement Specialist, Gabon**".

WildAid is committed to being inclusive and is proud to be an equal opportunity organization and welcomes applications from qualified candidates of all backgrounds. We will consider all applications and applicants. In support of the project's gender equality objectives, we particularly encourage qualified women consultants to apply.

Selection criteria

Applications will be reviewed on a rolling basis.

Shortlisted candidates will be interviewed and may be asked to complete a short technical exercise. Applications will be assessed according to technical experience, professional profile, interview performance, technical exercise, and proposed fee rate.

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Contact:
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