



Concession Manager

SINGITA OKAVANGO DELTA, BOTSWANA

Background

Singita is a purpose-led ecotourism and conservation brand. Our 100-year purpose to facilitate the preservation and protection of large tracts of wilderness for future generations drives our commitment to using a high value, low impact ecotourism model, to support the conservation of biodiversity. Whilst also ensuring the value of these areas are recognized and provide co-benefits to those living adjacent to these areas.

Purpose

The principal purpose of this position is to oversee and manage the land infrastructure, land management team and environmental management of NG26 concession, as a key liaison function with key stakeholders, neighbouring concessions, sub-lessees, contractors, researchers and contracted specialists.

This includes the establishment, maintenance of the roads, river crossings and bridge network. The role will be responsible for overseeing the implementation, adherence to the Environmental Management Plan and establishment of an annual operations plan for fire management, alien invasive plant control, management and mitigation plans for damage causing animals, establishment, monitoring and repair of elephant exclusion fences around key camps/ islands, ongoing support for the wildlife monitoring, research and security and game scout teams.

Stakeholder engagement to maintain sound relationships and effective collaboration with all neighbouring concessions and sub-lessees, including an annual ecological and security advisory committee with sub-lessees.

This position will report into the General Manager: Singita Okavango for daily coordination and oversight, with inputs from Singita's Group Head Conservation, into the annual operations and advisory support from Singita's independent Environmental Management specialist, Dave Wright.

The NG26 Concession Manager covers the following broad areas of responsibility.

Key Responsibilities

- Management and oversight of the establishment, and ongoing maintenance of the concession road and river crossing network and watercourses, where relevant.
- Oversight of all concession land management equipment and team – maintenance, servicing, repairs and appropriate use and storage of all equipment. Support ongoing training and development of the Concession Land Management Team.
- Environmental planning, management systems, compliance, and reporting in accordance with the Environmental Management Plan and The Long Run Sustainability principles and conservation commitments.

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- Oversight and coordination of all land management issues, annual fire preparation, fire management and firefighting (acting when required as (Chief Fire Boss), alien invasive plant control, elephant exclusion fences, management and mitigation of any human wildlife management issues, ongoing wildlife monitoring, research or management interventions required.
- Overseeing the support and coordination for the sub-contracted wildlife monitoring and APU security operations on the concession.
- Coordination with the Technical Services and Maintenance Manager to ensure the property complies with OHS legislation, continuously revising and updating the emergency procedures, concession land use guidelines and SOPs and ensuring the required staff training and emergency drills take place. (SHERQ). The Concession Manager will be responsible for all areas outside of the tourism/ staff camp development footprint, whilst the TSM is responsible for the hospitality/camp/staff and concession workshop footprint. This includes the research camp, support for the APU camp facilities, boreholes and solar powered exclusion fences and hides established across the concession.
- Support data capture, collation and reporting, including GIS maps of infrastructure, research and monitoring areas, ongoing management of the EarthRanger system across the property and communications/ radio network.
- Assess the major company assets and plan for the replacement of identified items over a 3-year period, including GPS mapping of the road and river crossing network, boreholes, hides, key features/ areas and technical service lines. Working with the Property GM and TSM Manager develop a strategic plan for the management and maintenance and replacement of the company services and assets. Oversee the development, implementation and reporting against an annually updated capex and asset register, annual budget and plan of operations. and identify strategic assets and ensure appropriate systems in place to ensure the effective use, storage, maintenance, repair of this equipment and timeous maintenance and replacement of key equipment.
- Provide a key role as a liaison between construction contractors, APU security teams, Researchers and sub-lessees. Support the development and roll out of new large projects (The Long Run sustainability commitment, establishment of new camp areas as and when required and in accordance with the EMP and in support of the PDP special projects team.
- Team Management, and ongoing training, maintenance and updating of relevant SOPs and Company Policy Documents and registers.
- Supporting the conservation and community outreach programmes and acting as an ambassador for the Conservation and TLR Sustainability commitments, driving adherence to the environmental management plans,

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carbon footprint monitoring and reduction, waste management and reduction and removal, water monitoring and efficiency and conservation measures.

- Supporting Singita guest awareness and activity offerings, as required

- Fire, Health and Safety training and knowledge of fire management, and firefighting preparedness, basic first aid.
- Experience and competence in working within a dangerous game area.
- Other attributes.

Skills & Experience

- 3 – 5 years hands-on experience in environmental and concession management (preferably within the Okavango region of Botswana).
- Good understanding of all relevant legislation and processes and sound understanding of the ecology of the Okavango Delta.
- Excellent interpersonal and effective communication skills.
- Relevant experience in a senior management role managing teams to deliver in a culture of high performance and timeous delivery.
- Individual accountability and ability to work remotely for long periods, and deliver independently, as well as working with effective coordination and delegation within a team environment.
- Strong programme management and administrative skills and attention to detail
- Good basic technical knowledge of mechanical equipment in the form of land management equipment (vehicles, graders, tractors, boats) advantageous and proficient in working with various forms of technology (data management, computers monitoring systems such as EarthRanger, cameras, radio communications, solar systems, electric fences)

Please submit your application by the 23rd of August 2026.

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