



Country Representative, IUCN India

Vacancy #:	6051
Unit:	India Management
Organisation:	International Union for Conservation of Nature (IUCN)
Location:	India Country Office, New Delhi, India
Reporting to:	Regional Director, Asia
Work percentage:	100%
Grade:	M1
Expected start date:	03 October 2022
Type of contract:	Fixed-term (24 months with possibility of renewal)
Closing date:	24 July 2022

BACKGROUND

The Country Representative has overall responsibility for leading the overall growth and sustainability of IUCN's programme and institutional presence in the country. He/she represents IUCN in its strategic engagement with the host government, Union members, donors and partners, and other relevant in-country stakeholders.

As head of IUCN's country office, he / she manages the country programme portfolio and develops strategic partnerships to support resource mobilisation. He/she is responsible for ensuring that office operations and portfolio delivery achieve their strategic objectives, contribute to IUCN programme, sustain overall financial health, and comply with institutional policies and procedures.

JOB DESCRIPTION

SPECIFIC DUTIES:

i. Programme Development and Management

- Provide strategic leadership to the country team in developing and managing the country programme by ensuring it: 1) contributes to IUCN regional and global agendas, 2) is responsive to relevant national policies and stakeholder priorities, and 3) mobilises key resources and capacities in achieving target programmatic results;
- Lead programme management staff in ensuring quality assurance for project portfolio and its full compliance with IUCN policies and standards, in the entire programming cycle from planning and implementation to monitoring and reporting;
- Direct the analysis and monitoring of the country's environmental, political, social, and economic settings and trends to guide IUCN programme development and management; and,
- Contribute to the development of inter-country, transboundary and regional projects and programmes under the coordination of the Head, South Asia Subregion and in collaboration with the Science and Strategy Group at the Asia Regional Office.

ii. Resource Mobilisation and Strategic Finance

- Explore and identify new partnerships for mobilising resources to expand the country's project portfolio under its priority programme areas and strategic themes;
- Manage and secure the long-term financial health of the country office and programme through sustained and diversified funding streams, along with novel business development models;
- Lead country-level strategic financial planning, monitoring and application of relevant control and compliance measures in coordination with the Head of Regional Finance; and,
- Serve as member of the sub-regional management team for inter-country resource mobilisation under the overall coordination of the Head, South Asia Subregion;

iii. Country Representation

- Serve as the legal and official representative for IUCN in the country, and maintain smooth and strong working relations with the host government, with guidance from the Secretariat's regional and global senior leadership;
- Ensure that Host Country Agreement and Memoranda of Understanding/Agreement are established and maintained to provide the appropriate official, legal basis for IUCN presence and operations in-country;
- Serve as the public face of IUCN in the country and maintain high-level visibility of programmatic vision and outcomes, by articulating the Union's key messages on IUCN expertise, knowledge products and convening roles that contribute to strategic and concrete benefits for the country; and,
- Provide policy advice to the government and key stakeholders regarding environment-related multilateral agreements, conventions and treaties which the host country has ratified and/or participated in dialogues and negotiations following the IUCN position and consultation with relevant IUCN experts.

iv. Engagement with Members and Partners

- Maintain and grow the membership base in the country, explore and identify opportunities for strategic collaboration, and liaise with the regional and global Membership Units;
- Support the National Committees through regular dialogues and communications, as well as facilitation of members' engagement in IUCN events, activities and initiatives;
- Nurture partnerships and programmatic linkages with relevant government agencies, the wider community of non-government stakeholders including civil society and private sectors, and members of the international community in the country; and,
- Enhance Country office's collaboration with IUCN Members and Commissions and other IUCN constituencies at country, regional and global levels in accordance with the IUCN's "One Programme Approach."

v. General Administration

- Deploy human, financial, technical and administrative resources of the country office to effectively and efficiently achieve its programmatic targets;
- Take direct responsibility for the country office's overall compliance with applicable corporate services policies and procedures, standards and safeguards assurance, risk management, and other oversight/control mechanisms;
- Provide overall administrative supervision to the country team including for human resources planning, talent management and performance assessment;
- Work with sub-regional and regional management teams for continuous improving the country office's organisational and operational arrangements vis-a-vis IUCN Asia in general;
- Serve as an effective role model for ethical professional conduct to promote core values of integrity and trust, transparency, professionalism and accountability, equality, inclusiveness and respect for diversity; and,
- Perform any other duties as assigned by and agreed with the Regional Director.

REQUIREMENTS

i. General Academic and Work Background

- Advanced university degree (i.e. post-Bachelor's level) on a subject related to nature conservation and sustainable development, plus relevant professional trainings completed and/or certifications acquired;
- Professional areas of expertise and interest in any of the following: conservation of nature and biodiversity, protection and management of terrestrial, water and marine ecosystems, forest and agriculture landscapes, climate and environmental risks, conservation finance and economics, and governance and rights;
- At least 10 years in mid-to-senior management roles for environment-related programmes/organisations in the country;
- Additional professional experience working for and/or collaborating with regional or international organisations, as well as in multi-country work settings; and,
- Ability to prepare a variety of written outputs, such as background papers, regular and ad hoc reports, correspondence with governments, working papers, mission reports, analyses, briefings, communication/visibility material, presentations, and policy proposals.

ii. Professional Competencies

- Solid knowledge of the country's key environment and development challenges as shaped by geopolitical, socio-economic and policy contexts;
- Demonstrated capacity in country programme leadership, partnership development and stakeholder engagement; and office management and staff supervision;
- Track record of successful resource mobilisation, including strategic fundraising and donor engagement;
- Demonstrated capacity to engage with and manage relationships with senior-level authorities and representatives of: government agencies, non-government and private-business sectors, technical and scientific organisations, and donors and funders; and,
- Excellent communication skills – written and oral –for diverse audiences in key public events, mass media and communication platforms.

iii. Other Qualifications

- Network of in-country professional contacts and institutional linkages relevant to role performance;
- Advanced level of oral and written English language skills; proficiency in local languages/dialects is a plus;
- Proficiency in using computer systems and softwares, communication technologies, and tools and web-based applications for data and information management;
- Commitment to fostering a culture of high performance and accountability, demonstrated in the ability to manage by results, effectively delegate and motivate staff, and to give feedback and take decisive action;
- Effective role model for ethical professional conduct to promote core values of integrity and trust, transparency, professionalism and accountability, equality, inclusiveness and respect for diversity; and
- Willingness to undertake occasional travel, domestically and internationally.

SALARY

The minimum gross annual salary for this position is INR 5'091'033. While this is an indicative amount effective as of the current date, changes may occur as per IUCN's compensation practices without prior notice. The same applies to other organisations hosted by IUCN.

APPLICATIONS

Applicants are requested to apply online through the HR Management System, by opening the vacancy announcement and pressing the "Apply" button at:

<https://hrms.iucn.org/vacancy/6051>

Applicants will be asked to create an account and submit their profile information. Applications will not be accepted after the closing date. The vacancy closes at midnight, Swiss time (GMT+1 / GMT+2 during Daylight Saving Time, DST). Please note that only selected applicants will be personally contacted for interviews.

Other job opportunities are published in the IUCN website: <http://www.iucn.org/involved/jobs/>

About IUCN

IUCN is a membership Union uniquely composed of both government and civil society organisations. It provides public, private and non-governmental organisations with the knowledge and tools that enable human progress, economic development and nature conservation to take place together.

Created in 1948, IUCN is now the world's largest and most diverse environmental network, harnessing the knowledge, resources and reach of more than 1,300 Member organisations and some 10,000 experts. It is a leading provider of conservation data, assessments and analysis. Its broad membership enables IUCN to fill the role of incubator and trusted repository of best practices, tools and international standards.

IUCN provides a neutral space in which diverse stakeholders including governments, NGOs, scientists, businesses, local communities, indigenous peoples organisations and others can work together to forge and implement solutions to environmental challenges and achieve sustainable development.

Working with many partners and supporters, IUCN implements a large and diverse portfolio of conservation projects worldwide. Combining the latest science with the traditional knowledge of local communities, these projects work to reverse habitat loss, restore ecosystems and improve people's well-being.

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