

## VACANCY ANNOUNCEMENT

### Chief Executive BirdLife International

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#### 1. The Organisation

BirdLife International is a Partnership of over 100 national/territorial environmental non-governmental organisations who work together to conserve birds, their habitats and global biodiversity, by working with people towards sustainability in the use of natural resources. The Partnership has over 10 million members and supporters, a worldwide community who care passionately for nature. The BirdLife Strategy 2009 - 2015 focuses on shared strategic objectives to save species, protect sites, conserve habitats and empower people, and gives special attention to the cross-cutting themes of climate change, marine conservation and migratory flyways. BirdLife promotes sustainable living as a means of conserving birds and other forms of biodiversity and collaborates strategically with other organisations and networks.

The Partnership is supported by a decentralised Secretariat with a headquarters in Cambridge, UK and a series of regional, sub-regional and country programme offices. The Secretariat has approximately 200 staff, of 36 nationalities, and an operating budget of around £12 million per annum.

#### 2. The Chief Executive

Appointed by the Global Council, the Chief Executive provides vision, inspiration and leadership to the BirdLife International Partnership and is the Head of the BirdLife Secretariat. The Chief Executive reports to an elected Council who represent BirdLife Partners (non-governmental conservation organisations) between four yearly Global Partnership Meetings (the ultimate decision making body in BirdLife). Council members also act as Trustees of BirdLife International, registered as a UK charity. The position is based in Cambridge, UK at the main office of the BirdLife Secretariat.

#### 3. Principal Responsibilities

##### **Strategic – Partnership Focus**

Focus, motivate and support the BirdLife Partnership in pursuance of global bird and biodiversity conservation.

Lead, facilitate and support the Partnership in the development and implementation of BirdLife International strategies, policies, programmes and fundraising.

Represent and promote BirdLife International across the world, especially to international and inter-governmental audiences and media, in accordance with the strategies, policies and programmes adopted by the Partnership.

##### **Operational – as Head of Secretariat**

Oversee and direct the Secretariat staffing, its Business Plan, annual work-plans and budget.

Direct, stimulate and support the Secretariat staff through leadership, management of the Directors and facilitation of cross-departmental working and communication.

Ensure the Secretariat's operations around the world are aligned to Partnership priorities and balanced in relation to fiscal and legal obligations.

Act as legal representative of BirdLife International (the Secretariat), and various connected entities within the BirdLife operating environment.

Lead the development and implementation of fundraising strategies, at a Secretariat and Partnership level, and ensure that opportunities for fundraising are maximised.

Report to the BirdLife Council.

#### 4. Qualities and Profile

Demonstrated commitment to biodiversity conservation broadly, with particular emphasis on conservation networks.

Senior management experience with a proven ability to lead, motivate and manage a complex, decentralised organisation and delegate to others.

A commitment to networking and working with multicultural governance mechanisms.

Strong marketing skills and a history of success with fundraising.

Belief in the importance of a science based approach to biodiversity conservation.

Demonstrated ability to think strategically and set priorities.

Understanding and knowledge of international conservation and sustainable development issues.

Experience of the workings of non-governmental (not-for-profit) organisations and familiarity with international environmental institutions and inter-governmental processes.

Excellent interpersonal skills and a demonstrable ability to successfully achieve conflict resolution between organisations and people.

Proven diplomatic skills and an ability to work with people across a wide range of cultures and countries.

Excellent oral and written communication skills in English. Ability to work in other major languages is an advantage.

An interest in and enthusiasm for birds and their conservation.

Willingness to undertake frequent international travel.

#### 5. Compensation

A competitive package will be offered to attract a leader of significant accomplishment.

#### 6. Applications

Candidates should apply in English by submitting a detailed curriculum vitae together with a letter explaining why they are interested in the position and highlighting their suitability and vision for the role. Applicants should provide the names and contact details of at least three referees, including one recent employer.

Applications, preferably by email, should be sent to the BirdLife Chair by **31 January 2009**:

Peter Johan Schei  
Chair  
BirdLife International  
Wellbrook Court  
Girton Road  
Girton  
Cambridgeshire  
CB3 0NA, UK

Fax: +44 (0) 1223 277200

Email: [ceapplications@birdlife.org](mailto:ceapplications@birdlife.org)

Enquiries can be made to Peter Schei in confidence prior to applying and candidates are welcome to contact Michael Rands, the outgoing Chief Executive, at [mike.rands@birdlife.org](mailto:mike.rands@birdlife.org) if they wish to.