

YOUR CALL FROM PONT

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THE PRESPA OHRID NATURE TRUST
IS SEARCHING FOR AN

Executive Director

Full-time position. Apply by: 10th June 2015

1. DESCRIPTION OF THE POSITION & TERMS

PONT is an organization presently being established under German law, and is seeking the services of an Executive Director (ED) to drive the set-up phase of the fund, and then ensure its smooth operation over time. PONT will be active in the wider transboundary Prespa region, which spreads across three countries.

The ED will enter into a full-time employment agreement with PONT with the primary objective of steering the Trust's set-up phase. After an induction period in Frankfurt, the ED will move to a yet-to-be established regional office in the PONT region.

2. MAIN DUTIES AND RESPONSIBILITIES

The ED will be responsible for the management of all operational affairs of PONT including (but not limited to) the following:

Overall:

- Pursuing the PONT mission and objectives, towards which s/he will develop and implement the necessary strategies
- Developing PONT's grants programme and proposing allocation of PONT funds in accordance with PONT's mission and objectives
- Fundraising and maintaining relationships with existing donors
- Working with investment professionals to ensure proper investment of PONT funds in accordance with the PONT investment policy
- Managing the day-to-day operations of PONT and reporting to the Board's Chair
- Recruiting and managing staff, consultants and external associates
- Representing PONT to third parties, beneficiaries and stakeholders
- Upholding all legislation pertinent to PONT's operations as a funding institution and as an employer
- Participating in Board meetings and ensuring that the Board is provided with all information necessary to guide decision-making
- Ensuring that standards of transparency are upheld in all activities (e.g. with donors and beneficiaries)
- Reporting, maintaining contacts with and fulfilling all formal and legal duties to the German Charity Commission

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3. REQUIRED PROFILE AND QUALIFICATION

All candidates for the ED position must provide evidence of the following:

Education, knowledge and experience:

- An MBA or other advanced degree in economics, law or international affairs. A background in environmental studies would be an advantage
- At least 10 years' management experience
- Experience in budget management
- Administration skills and experience
- Finance or fund management experience is desirable
- Experience in formulating objectives, standards and procedures
- Knowledge of the languages of the three countries sharing the Prespa basin and/or German would be an advantage, but is not a requirement
- Previous experience with international aid and development agencies, foundations and corporations would be an asset

Skills and capabilities:

- An interest in conservation
- Superior negotiation, persuasion and advocacy skills
- An ability to provide leadership to a diverse group of people and work across cultures
- Excellent interpersonal and communications skills
- A proven ability to interact with tact and diplomacy
- Excellent written and oral communication skills in English
- An ability both to work at big-picture level and see processes through to completion
- Willingness to travel internationally on a regular basis is prerequisite

4. HOW TO APPLY

PONT invites eligible candidates to express their interest by submitting the following items to prove their qualification to respond to the objectives of this role:

- A cover letter with a two-page supporting document in which the applicant should answer the following questions:
 - What led you to apply for this position?
 - Why would you like to work for PONT and the wider Prespa region?
 - What are the two most important technical abilities that you would bring to the project?
 - What is the single most important technical ability that you would need in order to manage the project successfully?
 - What are the two most important personal characteristics that would help you to succeed in this job?
 - How would you develop PONT into an effective funding mechanism for the Prespa region?
- A CV
- List of 3 referees

Expressions of interest should be submitted electronically, in English, with all the material in a single document, to Michael Brombacher, brombacher@zgf.de (Frankfurt Zoological Society handles the recruitment process on behalf of the PONT partners). The deadline is 10th June 2015. A shortlist of qualified candidates will be formally invited for interview in early July 2015.

For further information see also: www.wwf.gr

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BACKGROUND INFORMATION

The Prespa lakes and the wider region around them, located in the south-west Balkans and spreading across three countries, are widely recognized for their high ecological, cultural and historical value. This ecoregion encompasses four National Parks (NPs) and environmentally designated areas at European and international levels, including three Ramsar Sites and a UNESCO Biosphere Reserve.

The need for funding continuity that would contribute to a more effective conservation framework led to the decision of MAVA, a Swiss foundation with interest in Prespa, and KfW (German Development Bank) – mandated by the German Federal Ministry for Economic Cooperation and Development (BMZ) – to fund the creation of a regional Prespa Ohrid Nature Trust (PONT) with a starting budget of 11 million EUR. WWF Greece studied the regional conservation needs and advised the donors on the feasibility of this initiative. PONT will closely collaborate with, and build on the experience of, the Caucasus Nature Fund (CNF), Frankfurt Zoological Society (FZS) and WWF Greece.

PONT is a private, legally independent grant-making institution, designed to provide sustainable financing to meet its mission. PONT is neither a government-affiliated agency nor an implementing agency. Its role is to raise and manage funds for the allocation of conservation grants

supported by a rigorous monitoring and evaluation programme, as well as to leverage political commitment and funding towards the achievement of its mission.

The mission of PONT is to ‘provide long-term financing for the conservation and sustainable management of biological diversity, natural processes and ecosystem services in Prespa and its wider area for the benefit of nature and people in the region’.

The PONT mission aims to respond initially to the conservation needs identified within the studied region, but allows for a potential programmatic and geographic expansion of focus in the future, if circumstances allow.

PONT’s funding priority is to complement the needs of National Parks, Nature Reserves and similar Protected Areas (PAs) and NGOs with conservation focus in its geographic scope. Thus, PONT will implement its mission through two main grant programmes: (1) co-financing the work of conservation NGOs and (2) co-financing the operational costs of PAs. The beneficiaries of PONT’s initial phase are PA management authorities and NGOs working on conservation in the identified region. In accordance with the ecoregional approach of its mission, PONT will also promote transboundary co-operation.