

WORLD WILDLIFE FUND POSITION DESCRIPTION

Title: Country Office Director Ecuador

Level: Senior Director

Reports to: Vice President, US Country Offices and LAC Secretariat

Revised Date: May, 2019

Major Function

The Country Director provides vision and leadership to the WWF Country Office in Ecuador and effective high-level representation of WWF with key audiences and WWF's network. The Director will be in charge of building strength and support to the country office on its conservation delivery, increasing WWF's leadership and recognition as the leading conservation organization in Ecuador.

Directs, manages, takes responsibility and gives strategic direction to all activities of WWF in Ecuador, to ensure that WWF's Mission and Ecuador's integrated strategy are successfully accomplished and all operating processes and systems are adequate and aligned with local laws and WWF's policies, procedures and standards.

Key Responsibilities

- Provides leadership to ensure resources and support for the development, financing and implementation of WWF's conservation program in Ecuador is accomplished.
- Ensures that WWF US and/or WWF Network policies, procedures and standards for operational, financial, human resources and administrative systems and outputs are implemented in the country office.
- Establishes and oversees a monitoring and evaluation system to measure the performance of the country office vs. their Strategic Plan and reports regularly to the Vice President for Latin America and the Caribbean (VP for LAC) on office performance.
- Ensures that WWF Ecuador co-operates with financial, operational and programmatic audits and follows-up in a timely manner on audit recommendations and ensures compliance with WWF-US and/or WWF-International Board policies, procedures and standards.
- Establishes an effective internal communication system to ensure that all staff working for WWF Ecuador are fully informed of WWF's Mission, Global Priorities and Strategic Approaches and kept abreast of new developments, policies and procedures as and when they arise.
- Establishes mechanisms for effective external communications on WWF Ecuador's

results and achievements to the WWF network, donors, partners and others.

- Oversees the implementation of WWF Ecuador's Integrated Strategy, which includes Conservation, Communications, Fundraising and Operations in support to WWF's strive for impact at scale.
- Leads WWF Ecuador's organizational development process, ensuring consolidation and strengthening of organizational capacities in line with needs of new strategy.
- Provides leadership for WWF Ecuador's engagement with partners and policy advocacy including with private sector, government, international cooperation, NGOs and others.
- Ensure good working relations with concerned government agencies in Ecuador and oversee positioning of WWF Ecuador in support of country priorities.
- In close liaison with the VP for LAC, participates in key fundraising strategies with Multilateral Institutions, Bilateral and Multilateral cooperation, National Organisations, Government Agencies, Foundations, Corporate, and private donors ensuring a financially sustainable Office able to generate and secure a diversified funding pipeline to support their strategy.
- Establishes and maintains strong working relationships with key individuals and conservation and development entities (local, national, regional, and international) regarding WWF's position and general information. Participates in forums, workshops and conferences on behalf of WWF.
- Supports Regional or subregional work and performs other duties as requested by the VP for LAC.
- Perform other duties as assigned.

Skills and Abilities

- An advanced degree (PhD or Masters) in Conservation, Natural Sciences, Business Management, International Development, Policy, Sustainability or a related field.
- Higher academic qualifications may be substituted by relevant work experience.
- Technical proficiency in the field of Conservation, Natural-Resource Management or International Development, with at least 10 years professional experience, with demonstrated success in managing multi-disciplinary teams and networks.
- Proven experience of minimum 8 years in higher management position and successful outcomes in public relations.
- Excellent leadership abilities and capacity to manage human and financial resources, strong skills in strategic planning, policy influencing, operations and finance, projects planning, fundraising, budget implementation and evaluation.
- Ability to work effectively with local communities, governments and private/corporate sector.

- Proven capacity to build teams, team work and deliver a team approach.
- Strong knowledge of Ecuador's political context and a current network of contacts in country.
- Excellent oral and written communications skills, fully bilingual English-Spanish is a must.

How to Apply:

Submit cover letter and resume in English through our [Careers Page](#) by **June 30th,2019**

**** Due to the high volume of applications we are not able to respond to inquiries via phone or email**