

Join CIFOR and make a difference

Deputy Director General



The Center for International Forestry Research advances human wellbeing, environmental conservation and equity by conducting research to inform policies and practices that affect forests in developing countries. We are one of 15 centres within the Consultative Group on International Agricultural Research (CGIAR). Our headquarters are in Bogor, Indonesia, and we have offices in Asia, Africa and South America.

CIFOR is looking for a **Deputy Director General**

The Deputy Director General will serve as CIFOR's chief operating officer, with delegated responsibility from the Director General for leading, planning, executing, managing, and monitoring the full range of CIFOR's global research and impact-oriented activities. This role requires coordination of activities across three CIFOR research programmes and their contributions to CGIAR research programmes (CRPs), regional and project offices, and the support services provided by information, human resources, and finance and administration units. Specific major responsibilities are listed.

- Work closely with the Director General in overseeing and guiding all operations of CIFOR including acting on behalf of the Director General when required.
- Provide strategic leadership to the implementation and monitoring of CIFOR's Board-approved strategy, ensuring the alignment of research, outreach, and capacity-building activities with the strategy, and promoting cross-programme synergies.
- Support CIFOR's programme directors to ensure the quality of the Center's science and accountability to partners and donors; work with those directors to establish and implement appropriate standards and procedures, and supervise associated peer review and data management functions.
- Coordinate with the Director of the CGIAR Research Program on Forests, Trees, and Agroforestry (CRP6) and the Directors of other CRPs as needed to ensure optimal alignment of CIFOR's operations with other centres in the CGIAR and other CRP partner organisations; represent CIFOR on the CRP6 Steering Committee.
- Ensure the impact orientation of CIFOR's research, including supervision of the Center's Impact Assessment unit, commissioning *ex ante* and *ex post* impact assessment, as appropriate.
- Support CIFOR's resource mobilisation efforts, including supervision of the Resource Mobilization and Fundraising Manager, to cultivate existing donors and identify new fundraising opportunities.
- Provide leadership and direction to CIFOR's regional presence in Asia, Africa and Latin America, ensuring that the locations, activities, partnerships, and headquarters support associated with regional and project offices are consistent with CIFOR's strategy.
- Support the Director General's leadership of CIFOR's engagement with the Government of Indonesia, including supervision of the Liaison Officer, and support the roles of regional coordinators in managing relations with other host country governments.
- Represent and promote CIFOR's interests in various national, regional, and international forums as delegated by the Director General.

Requirements

Education, knowledge and experience

- Masters or PhD degree in forestry, natural resources, social sciences or a related discipline.
- At least 10 years of international experience in a senior management position, preferably in an international organisation.
- Familiarity with the broad range of issues and institutions covered by CIFOR's research for development agenda.
- Established reputation and network with key CIFOR partners and donors.
- Significant professional experience living and working in developing countries, including work in both research and development arenas.
- Knowledge of the CGIAR system is an advantage.
- Proven effectiveness in donor relations, communications, resource mobilisation and project management, including the ability to draft and review complex documents in a timely manner.
- Demonstrated ability to communicate and work effectively within and between institutions.
- Fluency in spoken and written English; proficiency in other international languages is desirable.

Personal attributes and competencies

- Good leadership skills, able to lead strategic planning with sound analytical ability and good judgement.
- Willingness to exercise initiative and authority, and take decisions on behalf of the Director General with limited supervision.
- Excellent interpersonal and communication skills, with the ability to interact constructively with people across different cultures, disciplines, and institutions.
- Proven diplomatic, negotiation and influencing skills.
- Values the sharing of information and continuous improvement in a cooperative atmosphere of constructive evaluation and learning, and is committed to staff development.

Terms and conditions

- CIFOR offers attractive and internationally competitive remuneration, paid in US dollars, and commensurate with skills and experience. The benefits include employer-paid medical, life and disability insurance, and a retirement plan. Allowances for relocation, housing, vehicle, family visit travel, children's education are also provided.
- The initial contract will be for 3 years with the possibility of extension contingent upon performance, continued relevance of this position and available resources.
- The position will be based in Bogor, Indonesia.

Application process

- We will acknowledge all applications, however, we will contact only short-listed candidates. Please send your letter of interest and CV, including contact information for three referees to:

Human Resources Department, CIFOR

cifor-hr-jobs@cgiar.org

Please indicate the position in the email subject line.

To learn more about CIFOR, the detailed descriptions of the position, please go to the CIFOR website and the Careers section at <http://www.cifor.org> and <http://www.cifor.org/about-us/careers-with-cifor.html>

CIFOR is an equal opportunity employer. Staff diversity contributes to excellence.