

YOUR CALL FROM PONT

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THE PRESPA OHRID NATURE TRUST
IS SEARCHING FOR AN

Executive Director

Full-time position. Apply by: 15th April 2016

1. DESCRIPTION OF THE POSITION & TERMS

PONT is a new organization 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 at the crossroads of Greece, Albania and the FYR of Macedonia, a mountainous wetland region that houses unique biodiversity.

The ED will enter into a full-time employment agreement with PONT. At the outset, you will help establish and be based in PONT's small German office to be located in Frankfurt am Main, Germany's financial centre and the legal home to the foundation. In Frankfurt you will become grounded in conservation trust fund management and get to know PONT's European stakeholders. You will also travel frequently (probably at least a week per month) to the region to establish connections with regional stakeholders and develop the basis for the PONT grant programme.

After one to two years, the role may require you to relocate to the region. Albania is the most likely option, either in Tirana – which is host to a large number of international organizations – or closer to Prespa area. The relocation decision will be made together with PONT's Board.

2. MAIN DUTIES AND RESPONSIBILITIES

PONT is in effect a start-up. You will be responsible for creating the structure of and leading a small non-profit organization with a staff initially consisting of two or three people in addition to yourself.

Overall:

- Pursuing the PONT mission and objectives, towards which you will develop and implement the necessary strategies
- Developing PONT'S grants programme and proposing allocation of PONT funds in accordance with its mission and objectives
- Fundraising and maintaining relationships with existing donors
- Representing PONT to third parties, beneficiaries and stakeholders, including the three national governments
- Working with investment professionals and PONT's investment committee to ensure proper investment of PONT funds in accordance with the PONT investment policy
- Managing the day-to-day operations of PONT, reporting to the Board's President
- Recruiting and managing staff, consultants and external associates
- 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 and to donors

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3. REQUIRED PROFILE AND QUALIFICATIONS

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 formulating objectives, standards and procedures
- Experience in budget management
- Administration skills and experience
- Previous experience with international aid and development agencies, foundations and corporations would be an asset
- Finance or investment experience is desirable
- Knowledge of the languages of the three countries sharing the Prespa basin and / or German would be an advantage, but is not a requirement

Skills and capabilities:

- A passion for nature and 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
- A willingness to travel internationally on a regular basis is prerequisite
- An ability to work independently and flexibly, and to take on multiple and varied tasks is essential

4. HOW TO APPLY

PONT invites eligible candidates to express their interest by submitting the following:

- A covering letter with a two-page supporting document in which the applicant should answer the following questions:
 - What led you to apply for this position?
 - 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?
 - Why would you like to work for PONT and the wider Prespa region?
- An indication of your salary expectations
- A CV
- List of 3 references

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 15th April 2016. A shortlist of qualified candidates will be formally invited for interview in early May 2016.

For further information see also:

<http://www.wwf.gr/en/areas/360-projects/pont>

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BACKGROUND INFORMATION

The Prespa lakes and the wider region around them, located in the south-west Balkans and spreading between Albania, Greece and the FYR of Macedonia, are widely recognized for their high ecological, cultural and historical value. This ecoregion encompasses four National Parks (NPs) and several areas designated as being of environmental importance 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, both the Caucasus Nature Fund (CNF) and Frankfurt Zoological Society (FZS).

The effective conservation of biodiversity in the subject ecoregion depends on a series of factors, such as political leadership and commitment, international collaboration, an adequate knowledge base, sound management and sufficient funding.

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 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.

PONT's funding priority is to complement the needs of National Parks, Nature Reserves and similar Protected Areas (PAs) and NGOs with its focus on conservation 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.