

Job Description: **Director of Forest Peoples Programme** (new role & vacant)

Reporting line: **Co-Chairs of the FPP Board**

Role of the Director

The Director leads Forest Peoples Programme and is responsible for ensuring that it is as effective as possible in delivering its mission and vision. The Director leads the development, articulation and use of a clear strategic approach for all FPP's work.

The Director joins, develops and leads an effective decision-making culture which is empowering and collaborative involving and engaging partners and staff. The Director is the most senior role in FPP, acts as the final arbiter, and is a champion of inclusive, networked and distributed leadership models. The Director leads the two senior teams - the Programme Coordination Team (PCT) and Co-ordination and Management Team (CMT) and line manages all CMT members.

The Director builds and maintains the FPP community of staff and volunteers and ensures all its people can develop and contribute to their full potential.

The Director has overall accountability for ensuring FPP is sustainable as an organisation.

The Director will operate in a way that is grounded in FPP's work whilst ensuring that Programme staff are effective in their delivery of the content.

Specific responsibilities:

Strategic approach:

- Uses FPP's agreed vision, beliefs, theory of change and practice of work to develop and articulate a strategic approach which guides and aligns FPP's activity
- Articulates FPP's agreed strategy internally and, when necessary, externally, ensuring that staff are aligned with and using the organisational strategy

Leadership & management:

- Provides oversight over the breadth of the work delivered by FPP, holding key staff accountable for delivery
- Chairs and leads the further development of an effective PCT and CMT
- Task manages all members of CMT (plus one/two other individual roles if needed)
- Works with the Board to ensure strong governance and strategic direction

Decision making:

- Leads and models a strong decision-making culture that is fundamentally collaborative and achieves consensus wherever possible
- Empowers individuals to make decisions on a subsidiarity basis within agreed mandates, scope and authority
- The Director acts as the final arbiter for decision making and is accountable to the Board

FPP Community and staff involvement:

- Builds the FPP staff & volunteer community
- Engages all staff in the development of FPP, its programmes and approaches

- Develops the next generation of the FPP staff body including paying attention to individual personal development, mentoring and retention.
- Ensures that the welfare of the overall staff body is positive healthy and capable of delivering FPPs work

Financial Sustainability:

- Ensures a financially sustainable FPP with diverse funding sources, channels and sufficient funding for organisational core costs including the Director role
- Ensures FPP approaches decision making on grants on a “whole organisation” basis and appropriate to its absorption capacity
- Develops high level strategic relationships with key donors

Organisational Effectiveness:

- Ensures that policies, processes and practices are in place to increase the effectiveness of FPP and quality control
- Provides clear principles, parameters and criteria for use by staff to guide decision making, activity and approaches
- Increases use of learning for cross programme and cross organisational effectiveness

Content:

- Represents FPP at sectoral events and in media
- Visits programme, partners and communities on a regular basis
- Keen interest in championing and working in an area of cross cutting policy or content (e.g. gender) and enables Programme Coordinators to increase the effectiveness of their leadership of the major programme areas

Skills required

- Has played senior leadership roles in an organisation or organisations focussed on human rights, development or environment.
- Has a track record in working with accountability to partners and communities
- Has a commitment to a rights based approach
- Can think strategically and apply strategic approaches in guiding and increasing the effectiveness of an organisation’s work
- Good financial management skills
- Experienced in organizational development, risk, people, processes and systems
- Comfortable working with virtual teams dispersed geographically and the ability to travel globally (within reason)
- Fluency in English is essential and a working knowledge of French, Spanish or an indigenous people’s language desirable

Person Specification: Values, Qualities and Behavioural Competences

- A commitment to FPPs vision, purpose and values including for self determination as the rights based bedrock of FPP’s work
- Sensitive to and supportive of cultural differences, a champion of diversity especially gender
- Is very people focused with a high emotional intelligence
- Is not conflict averse, but not someone who seeks it either

- Demonstrates “servant leader” or “leading from behind” behaviour when needed
- Is collegiate and collaborative, listens to all voices and seeks consensus
- Is willing to take decisions and be accountable for them
- Is consistent and objective - in decision making, in application of process or policy, and in management of expectations of individuals
- Is evidence based and applies learning