

## POSITION DESCRIPTION

<b>POSITION TITLE</b>	Southeastern Caribbean Director
<b>JOB FAMILY</b>	Conservation
<b>JOB NUMBER</b>	250007
<b>SALARY GRADE</b>	9
	Salaried
<b>STATUS</b>	St. Croix, USVI preferred location; however, Grenada or Miami will be considered.
<b>LOCATION</b>	Candidates must demonstrate the ability to legally work in the location agreed upon.
<b>DATE</b>	November 1, 2015



<b>SUMMARY</b>	<p>The Southeastern Caribbean Director of The Nature Conservancy's Caribbean Program oversees all aspects of a large, complex geography that includes the U.S. and British Virgin Islands and Eastern Caribbean (currently St. Vincent and the Grenadines, Antigua and Barbuda, St. Kitts and Nevis, Dominica, Saint Lucia, and Grenada). S/he provides strategic leadership and support for the Conservancy's conservation planning work and establishes overall conservation priorities in these geographies in collaboration with the full Caribbean Program.</p>				
<b>ESSENTIAL FUNCTIONS</b>	<p>The Southeastern Caribbean Director serves as a principal contact to government agencies, other conservation organizations, foundations, the private sector, and the academic community. S/he plays a leading role in donor identification, cultivation and stewardship for the program. S/he establishes the Conservancy as a major conservation partner in the region, co-leads the definition of conservation priorities, leads and manages a team that supports and improves conservation efforts, oversees the dissemination of best practices, training and analyses to best implementation of conservation results and builds strategic, scientific, and technical capacity in the field. The Southeastern Caribbean Director leads organizational measures of success, and develops key partnerships with public and private organizations in order to identify priorities and resolve technical issues and to widely communicate solutions, innovative scientific methods, analysis, tools and frameworks to address conservation needs. S/he negotiates complex and innovative solutions with government agencies and landowners to conserve and protect natural communities, and develops and implements conservation strategies. Oversees conservation work in these geographies implemented by contractors, as needed.</p>				
<b>RESPONSIBILITIES &amp; SCOPE</b>	<ul style="list-style-type: none"> <li>• Geographic and programmatic size and scope is that of a large, complex business unit with multiple small to mid-sized business units which span multiple countries.</li> <li>• Recruit, retain and manage high quality and effective multi-disciplinary staff with responsibility for performance management, training and career development.</li> <li>• Broad management and leadership responsibility for at least 10 staff members and/or contractors, both internal and external to the organization.</li> <li>• Develops long-term strategies and achieves strategic goals and objectives</li> <li>• May work in variable weather conditions, at remote locations, on difficult and hazardous terrain, and under physically demanding circumstances.</li> <li>• Makes independent strategic decisions frequently based on analysis, ambiguous information, experience and judgment.</li> <li>• May require frequent travel domestically and/or internationally and evening and weekend hours.</li> </ul>				
<b>MINIMUM QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• BA/BS degree and at least 10 years' experience in conservation practice or equivalent combination of education and experience.</li> <li>• Fundraising experience, including identifying donor prospects and donor cultivation.</li> <li>• Experience directing a major program or project of strategic importance, including management/supervision of multi-disciplinary teams and meeting deadlines.</li> <li>• Experience working with current trends and practices in relevant discipline(s) and geographic regions.</li> <li>• Proven supervisory experience, including motivating, leading, setting objectives and managing performance.</li> <li>• Experience developing partnerships (partners, community, government).</li> <li>• Negotiation skills.</li> <li>• Experience influencing, developing and implementing conservation policy and plans at a country/territory level.</li> <li>• Experience with financial management of a large program.</li> </ul>				
<b>PREFERRED KNOWLEDGE, SKILLS &amp; EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• 10-12 years' experience in conservation practice or equivalent combination of education and experience, such as an MsC, PhD or MBA.</li> <li>• Developing practical applications of scientific concepts and technical and business innovations for conservation purposes.</li> <li>• Knowledge of methods and standards of biodiversity information systems and initiatives and business / management experience conceiving and implementing strategic initiatives.</li> <li>• Communicating clearly via written, spoken, and graphical means in English; French a plus.</li> <li>• Politically savvy and experienced in partnership development (partners, community, government)</li> </ul>				
<b>ORGANIZATIONAL COMPETENCIES</b>	<table> <tr> <td data-bbox="305 1801 527 1942">Accountability for Outcomes</td> <td data-bbox="527 1801 1588 1942">Pushes for excellence. Establishes challenging goals for self and others to drive performance in support of the Conservancy's mission. Rewards behavior that achieves these standards and is aligned with the organization's mission/ values. Takes action to address performance problems in a timely and appropriate manner.</td> </tr> <tr> <td data-bbox="305 1942 527 1995">Builds Organizational</td> <td data-bbox="527 1942 1588 1995">Builds or adapts organizational structures to accomplish the mission and to improve performance. This includes reorganizing organizational systems, structures, processes, procedures, communication channels</td> </tr> </table>	Accountability for Outcomes	Pushes for excellence. Establishes challenging goals for self and others to drive performance in support of the Conservancy's mission. Rewards behavior that achieves these standards and is aligned with the organization's mission/ values. Takes action to address performance problems in a timely and appropriate manner.	Builds Organizational	Builds or adapts organizational structures to accomplish the mission and to improve performance. This includes reorganizing organizational systems, structures, processes, procedures, communication channels
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Capability	or reporting relationships. With the Conservancy's strategic filter in mind, determines who can contribute, gets the right people involved, and builds bench strength for the future.
Collaboration & Teamwork	Shows a willingness to put the needs and goals of a global organization before personal/local/departmental needs. Works with others across organizational boundaries. Makes decisions, sets priorities, and allocates resources to help the organization as a whole achieve results.
Communications	Effectively expresses messages verbally and in writing. Actively listens to others. Fosters open exchange of issues. Is timely with information.
Courage & Decisiveness	Makes decisions and stands by them. Makes timely decisions even under pressure and when lacking complete information. Has the courage to modify decisions and admit why and how they were wrong.
Flexibility & Innovation	Flexible to changing circumstances. Takes innovative approaches towards work. Takes calculated risks and makes dependable decisions in the face of uncertainty.
Influences for Results	Achieves results by persuading, convincing, or influencing others. Adapts approach to the individual or group and knows how and when to use complex influence strategies. Uses success stories and passion for the mission to generate enthusiasm and support.
Open to Learning	Versatile learner and committed to self-improvement. Employs strengths effectively. Willingly shares knowledge with others. Seeks coaching on areas needing improvement. Adjusts behavior/performance as needed. Views mistakes as learning opportunities.
Organizational Awareness	Understands the basics of our business. Knows how local job relates to the big picture & contributes to the overall strategy. Knows how/why things work inside TNC. Easily moves through internal networks and channels for success.

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*This description is not designed to be a complete list of all duties and responsibilities required for this job.*

*The Nature Conservancy is an Equal Opportunity Employer. Our commitment to diversity includes the recognition that our conservation mission is best advanced by the leadership and contributions of men and women of diverse backgrounds, beliefs and cultures. Recruiting and mentoring staff to create an inclusive organization that reflects our global character is a priority and we encourage applicants from all cultures, races, colors, religions, sexes, national or regional origins, ages, disability status, sexual orientations, gender identities, military or veteran status or other status protected by law.*