

## Platform News – The NGO Shipbreaking Platform to hire an Executive Director

2012-06-05 14:06:06 Shipbreaking



### EXECUTIVE DIRECTOR Full-time Job Vacancy Executive Director - Brussels office

Application deadline: 20 July 2012 Probable dates for interviews: 30 and 31 July 2012 The NGO Platform on Shipbreaking is a global coalition of environmental, human rights and labour organisations that work to expose and prevent illegal export of end-of-life ships containing hazardous substances from wealthy shipping companies and nations to some of the poorest and most vulnerable communities in South Asia for extremely hazardous scrapping. We are seeking an Executive Director with at least 7 years experience in advocacy and policy work, of which at least two in leading international NGO campaigning, and with a strong interest in environmental and human rights issues. **Main Tasks** - Development of a strategic work plan in consultation with other Platform staff and members and, once approved by the Board of Directors, deliver against it - Identify and gain access to financial resources - Plan the budget and, once approved by the Board of Directors, manage it - Enhance the governance and organisational structure of the Platform - Provide guidance and oversight to all Platform programs, including especially capacity building, financing, communication and networking - Lead on the Platform corporate campaign - Manage day-to-day activities of the Platform, including supervising staff (two employees) and consultants - Strengthen and develop strategic partnerships - Represent and be a spokesperson for the Platform - Report to the Board and organise regular Board meetings - Lead on preparations of Annual General Meetings - Prepare quarterly bulletins, interim and annual reports **Candidate Profile** - Strong organizational skills and experience in project management (monitoring of work plan, overseeing commitments made to funders, managing personnel, and making financial overviews relate to achievements) - Experience in fundraising - Experience in advocacy work, especially market based approaches - Knowledge of shipping industry and/or knowledge of waste issues - Proven established relevant network - Can "think big" and come up with creative ideas and explore new roads in content and finance – not afraid of being an activist - Excellent networking skills and able to maintain the network of external contacts and global coalition of member organisations - Effective spokesperson and proven communication skills - Committed to environmental justice - Excellent English (preferably also good command of French and/or Spanish) **Conditions** - Reports to the NGO Shipbreaking Board of Directors - Location – Brussels office, occasional international travel required - Candidates must be allowed to work in Belgium - Initial one year contract - renewable depending on the availability of continued funding - Salary will correspond to level of experience and skills **How to Apply** - Please send a letter of motivation in English, Curriculum Vitae and contact information for three references by email to the following address: [info@shipbreakingplatform.org](mailto:info@shipbreakingplatform.org) - Application deadline is 20 July 2012 - Due to restricted capacity, only selected candidates will be contacted / We thank all candidates for their interest, however we are only able to contact those who have been shortlisted. Therefore if you have not heard from us within one week of the closing date, please assume your application has been unsuccessful at this time - Probable dates for interviews with selected candidates: 30 and 31 July 2012 - Please note that only applicants with the existing right to work within the EU will be considered. [Download this job description in PDF](#)