



Inter-American Institute for Global Change Research

Vacancy announcement Executive Director

Position: Executive Director

Location: Montevideo, Uruguay

Reports to: IAI Executive Council

Website: www.iai.int

Position summary

Inter-American Institute for Global Change Research (IAI) is recruiting an Executive Director.

The IAI pursues the principles of scientific excellence and integrity, international cooperation, science outreach and capacity building, and the full and open exchange of scientific information relevant to global change to reach the vision of a sustainable Americas. The Institute also strives to provide scientific information to governments for the development of public policy relevant to global change. It pursues on a regional scale research that cannot be achieved by any individual State or institution. In this context, it promotes regional cooperation for interdisciplinary research on aspects of global change related to the science of the earth, ocean, atmosphere, and the environment and to social sciences, with particular attention to impacts on ecosystems and biodiversity, socio-economic impacts, and technologies and economic aspects associated with the mitigation and adaptation to global change. The Institute takes into account national priorities as articulated in a regional context, especially with regards to the Sustainable Development Goals.

Global change refers to the long-term chemical, biological and physical processes and cycles of the Earth system that are undergoing continuous alteration that is both natural in origin and human-induced.

To achieve this vision, the incumbent must have proven expertise and leadership qualities and provide strategic advice and strong intellectual guidance and direction on issues related to global change in the Americas.

Organizational setting

The Inter-American Institute for Global Change Research (IAI) is a regional intergovernmental organization that aims to provide nations of the Americas with the tools and institutional capacities to better face the challenges posed by global change. This collaborative, multinational, mutually

beneficial regional governmental effort is guided by the understanding that global change is complex, multifaceted, dynamic and urgent and requires innovative transdisciplinary science and training to increase institutional and research capacities and open stakeholder involvement. Parties also support approaches to science and capacity that are framed by the principles guiding open science and data.

The IAI is supported by 19 Parties: Argentina, Bolivia (Plurinational State of), Brazil, Canada, Chile, Colombia, Costa Rica, Cuba, Dominican Republic, Ecuador, Guatemala, Jamaica, Mexico, Panama, Paraguay, Peru, United States of America, Uruguay and Venezuela, Bolivarian Republic of.

Responsibilities

The incumbent must have experience in and expert knowledge of global change challenges in the Americas, design and implementation of transdisciplinary multinational science projects, science to policy and policy to science processes at the national and regional levels and protocols guiding the work of inter-governmental organizations. Also required is experience in fund-raising with governments, funding mechanisms, development banks, foundations and the private sector.

Pursuant to Article VIII of the *Agreement establishing the Inter-American Institute for Global Change Research* and within delegated authority granted by the IAI Executive Council, the Executive Director is responsible for the provision of scientific advice on the IAI's work program, and strategic implementation of the IAI Scientific agenda and the IAI Strategic Vision. The incumbent will ensure implementation of Decisions adopted by the Conference of the Parties and provide substantive input on the design, development and implementation of scientific projects and capacity building activities identified by Parties necessary to meet the challenges of global change. In accordance with Article VIII, Paragraph 5, sub-paragraphs a) to i) of the *Agreement*, the incumbent will:

- a) Prepare and submit to the Conference of the Parties, through the Executive Council, the proposed long-range plan, the proposed financial policies and the annual program and budget of the Institute, including annually adjusted allocations to the Directorate and to the Institute Research Centers;
- b) Implement the financial policies and the annual program and budget approved by the Conference of the Parties, maintaining detailed records of all revenue and expenditure of the Institute, and committing authorized resources for the purposes of managing the Institute;
- c) Be responsible for the day-to-day operations of the program of the Institute and the implementation of the policies approved by the Conference of the Parties in accordance with the direction provided by the Executive Council, and to cooperate with the Executive Council in those regards;
- d) Act as Secretariat to the Conference of the Parties, to the Executive Council and to the Scientific Advisory Committee and, as such, participate ex officio in meetings of the organs of the Institute;
- e) Promote and represent the Institute;

- f) Forward to the Conference of the Parties offers to host Institute Research Centers based on proposals submitted in accordance with Article IX;
- g) Issue invitations of Association (i.e., to Associates of the Institute) approved by the Conference of the Parties, and to conclude with each accepting Associate an Agreement of Association;
- h) Submit annually audited financial records to the Conference of the Parties, through the Executive Council; and
- i) Perform any other functions entrusted to it by the Conference of the Parties or the Executive Council.

Competencies

Leadership

Serves as a role model that others may wish to follow. Empowers others to translate vision into results. Is proactive in developing strategies to accomplish goals and objectives. Establishes and nurtures relationships with a diverse range of people, especially within the scientific and policy making communities, to understand regional needs. Anticipates and resolves conflicts by pursuing mutually agreeable solutions. Encourages change and improvement and does not accept the status quo. Provides leadership and takes responsibility for incorporating gender and equity, diversity and inclusion (EDI) perspectives and ensures the equal participation of women and men in all areas of work; demonstrates knowledge of strategies and commitment to the goal of gender balance in staffing.

Professionalism

Shows ability to position and align institutional interests within and outside the IAI fora, capacity to foster strong relationships within the organization and create synergies among the different communities comprising the IAI, and ability to apply IAI rules, regulations, policies and guidelines in work situations. Demonstrates professional competence and mastery in leadership; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations.

Managing performance

Delegates the appropriate responsibility, accountability and decision-making authority. Ensures that roles, responsibilities and reporting lines are clear to each staff member. Accurately judges the amount of time and resources needed to accomplish a task and matches task to skills. Monitors progress against milestones and deadlines. Regularly discusses performance and provides feedback and coaching to staff. Encourages risk-taking and supports creativity and initiative. Actively supports the development and career aspirations of staff, especially early career staff. Appraises performance fairly.

Teamwork

Works collaboratively with colleagues to achieve organizational goals and objectives. Solicits input by genuinely valuing others' ideas and input; is willing to learn from others. Places team agenda before personal agenda. Supports and acts in accordance with final group decisions, when appropriate, even when such decisions may not entirely reflect own position. Shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

Education

An advanced university degree (Doctorate) in the natural, physical or social sciences is required. Equivalent professional experience may be accepted in lieu of the advanced university degree.

Work Experience

Over ten years of progressively responsible experience in strategic and senior advisory roles to high-level officials and institutional repositioning is required. Experience at the national, regional and international levels dealing with science-related international development, partnership building and multilateral cooperation is desirable.

Languages

English and Spanish are the working languages of the IAI Directorate. For the post of Executive Director, fluency in English and Spanish is required; knowledge of French and/or Portuguese is desirable.

Assessment

Evaluation of qualified candidates may include an assessment exercise which may be followed by a competency-based interview.

Compensation

Compensation takes as reference the United Nations salary scales with a cost-of-living-adjustment. Furthermore, benefits include health insurance, housing and education allowances, and home leave. The Executive Director position takes as reference the UN equivalency of D2 step 1 professional posts.

Special Notice

Applicants to the post of Executive Director must be a citizen from a Party to the IAI. The Executive Director shall not be a citizen or permanent resident of the Party hosting the Directorate.

An impeccable record for integrity and professional ethical standards is essential.

The term is for three years with eligibility for a single additional term.

This position is located in Montevideo, Uruguay.

The IAI Directorate is a non-smoking environment.

The IAI is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment. It does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, or membership in an employee organization.

How to apply

Qualified candidates are invited to apply by:

1. Sending a cover letter with 3 references and a curriculum vitae by email to an IAI Focal Point (with a cc to the IAI Directorate: Ms Valeria Villamil (valeria@dir.iai.int));
2. The letter should include a request that the IAI Focal Point consider the application, and, if approved, forward it to the IAI Directorate (valeria@dir.iai.int);

The IAI Directorate will submit the application to the Selection Committee for consideration.

The IAI Directorate notes that nationals from IAI Parties may request any IAI Focal Point to consider their application.

Contact details of IAI Focal Points are available at the IAI website at:
<https://www.iai.int/en/structure/focal-points>

Please include the vacancy title in the subject line of the email and indicate how you learned of this opening in the text of the message.

The Deadline for submission is 1 November 2022.

IAI Directorate

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