



VACANCY ANNOUNCEMENT

The Global Crop Diversity Trust is an international organization with headquarters in Bonn, Germany whose mission is to ensure the conservation and availability of crop diversity for food security worldwide. For further information about the Global Crop Diversity Trust, consult the web page at <http://croptrust.org>

The Global Crop Diversity Trust is seeking an outstanding candidate for the position of:

Director of External Affairs

The Director of External Affairs is responsible for providing overall leadership to the Crop Trust's External Affairs team. The role provides oversight and ensures effective cross-linkages and coordination between the Crop Trust's communications, outreach, resource mobilization and partnerships activities. The position works at the interface of resource mobilization, awareness raising and policy and reports directly to the Executive Director.

The specific responsibilities of the position include:

- Strategically guide the institution's external affairs and provide leadership to the External Affairs team.
- Based on the organization's 2030 Strategy, execute a comprehensive external affairs program to advance the organization's mission, including advocacy, public relations, and stakeholder engagement.
- Spearhead the exploration of strategic opportunities for the organization.
- Act as a spokesperson for the organization towards partners, donors, policy makers, and other external actors.
- Provide overall strategic oversight of the Crop Trust endowment campaign and all activities relevant for the campaign; support the Executive Director in his leadership role in the delivery of the campaign.
- Ensure strategic alignment of communications objectives with resource mobilization goals of the organization.
- Direct management responsibilities for senior staff in the External Affairs Team.
- Participate in the organization's Executive Committee (ExCo) and Management & Coordinating Committee (MCC).
- Act as secretary for the Crop Trust donor's council; convene and organize regular donor's council meetings.
- Provide donor liaison function when required and appropriate.
- Convene and oversee the organization of relevant meetings.
- Report to the Crop Trust's Executive Board, as necessary
- Perform any other duties as required.

Experience:

- Minimum of 10 years progressive management experience in resource mobilization, public relations/awareness and/or finance for international development organizations.
- A Masters level degree in international relations, political science, public relations, communications, finance or fundraising-related field – or an equivalent level of relevant professional experience.

- Agri-food systems-related experience is an advantage.
- Experience in marketing and public relations in profit or non-profit sector is an advantage.
- Extensive experience working with international partners.
- Experience working in a multicultural office environment.
- A sound understanding of key agencies and stakeholders in the international development sector at the political level relating to agri-food systems.

Skills:

- Fluent (spoken and written) English, working knowledge of German and/or UN languages are a distinct advantage.
- Excellent editing and writing skills in English and a keen eye for detail.
- Proven extensive people management skills.
- Experience managing institutional budgets.
- An energetic, highly organized, and positive personality.
- Ability to juggle multiple responsibilities with conflicting deadlines.

Terms and Conditions: The Crop Trust offers an attractive remuneration package including a competitive salary, non-contributory retirement savings plan, medical insurance and leave provisions. This is a Professional position classified as Level 6 (Level 6 being the highest). The salary range for Level 6 starts at Euro 100,000. All benefits are denominated and paid in Euros. Staff of the Global Crop Diversity Trust (including German nationals) are exempt from host country income tax. Relocation costs are covered. **The initial contract duration will be 3 years** and will be subject to a probationary period of 12 months.

Applications: Interested candidates should submit the following (incomplete applications will not be considered):

1. **A one-page motivation letter including a summary of your qualifications and experience**, indicating how you meet the expected set of skills and competencies for the position and your drivers for applying.
2. **Your *Curriculum Vitae* in English** (please include your current residence address, telephone, and email address, date of birth, gender and nationality);
3. **Names and full contact details of at least three referees.**

Please apply by using the following link: <https://www.impactpool.org/jobs/1005596>

Deadline for applications is 26 November 2023.

By submitting your application, you agree to the Crop Trust processing your personal data as described [here](#).

The Trust is an equal opportunity employer and strives for staff diversity in gender and nationality. Only short-listed candidates will be contacted.