The International Cocoa Initiative, a leading international organization promoting responsible business conduct and children’s rights in the cocoa sector, is looking for an outstanding Director of Policy & Partnerships. Under the supervision of the Director of Operations & Strategy, and in close relationship with the Executive Director, the purpose of this key senior management position within the Organisation is to lead and support the delivery of ICI’s strategic objectives to build and nurture catalytic partnerships, to strengthen coordination in the cocoa sector, and to engage and influence policy makers and decision takers. The Director of Policy & Partnerships will inspire support for the Organisation’s mission and efforts with key partners, will help to promote knowledge in the cocoa sector and beyond and will encourage key stakeholders to increase their commitment, and expand their efforts towards the promotion of children’s rights, the elimination of child labour and the advancement of sustainability in the cocoa sector.

ICI is seeking a seasoned professional with extensive experience in advocacy, stakeholder relations, business development and public affairs to promote technical knowledge on good practices, to drive scaled-up, aligned and coordinated multi-stakeholder action, and to place the work of ICI, its members, its donors and its partners at the heart of collective stakeholder efforts to tackle child labour.

The successful candidate will play a central role in the development and management of engagement strategies with key stakeholders from the cocoa and chocolate industry, government, civil society and others. S/he will lead partnership relations, also supporting the Executive Director in key aspects of member relations, business development and resource mobilization. S/he will support the Director of Operations & Strategy to design and deliver collaborative operational partnerships as well as policy engagement strategies that promote technical knowledge, alignment, collective learning and impact. S/he will take a key responsibility for ICI’s technical advocacy ambitions in conjunction with the Director of Communications and the Head of Knowledge & Learning.
Main tasks and responsibilities:

Partnership development and management:

- Lead ICI’s stakeholder relations and its development of partnerships with members, partners, donors and policy makers;
- Lead ICI’s policy and advocacy work at international level and oversee ICI’s policy and advocacy work in ICI’s country teams at national level;
- Lead the development of new strategic partnerships, collaboration mechanisms and stakeholder coordination efforts at international, regional and national levels;
- Support ICI’s fundraising and business-development efforts, including through the co-development of operational grant applications and through stakeholder engagement with potential donors and other institutional partners, also identifying and pursuing innovative institutional fundraising opportunities;
- Support the Executive Director in key aspects of ICI’s relationship with ICI members and partners, supporting membership expansion efforts and institutional partnership-building.

Advocacy and policy-engagement

- Work closely with the ICI’s Programme, Knowledge & Learning, and Communications Teams and with ICI’s Country Offices to define, support and deliver ICI’s policy engagement and advocacy objectives.
- Support the dissemination of relevant technical knowledge, research, tools and data to drive the scale up of evidence-based good practices and appropriate policies across various target audiences.
- Promote common tools, shared principles and aligned approaches across different sustainability initiatives to facilitate coordination, coherence, quality and accountability.
- Represent ICI on policy matters, serving as a credible and confident spokesperson for the foundation and its strategic ambitions.
- Advance ICI’s status and reputation as a credible, independent technical expert in relevant sustainability and human rights forums and through multi-stakeholder dialogue.

Financial management:

- Manage relevant, dedicated budget lines according to ICI’s financial procedures and within the approved budget;

Requirements:

- Excellent written and spoken communication skills with an ability to turn complex subject matter into accessible and compelling language.
- Fluent or native speaker in English and a very strong level of spoken and written proficiency in French.
- Strong political judgement and strategic analysis, with a proven track record in external relations, partnership and business development, advocacy and/or policy engagement.
• At least 10 years of experience in international development, business and human rights, or private sector sustainability, with at least 3 years at senior-management level.
• Leadership, management and team-playing competencies, with an ability to inspire and motivate others.
• Confidence, charisma and strong public-speaking / influencing skills.
• Advocacy and public affairs experience is desirable.
• Ability to learn fast, including about complex technical subject matters, to identify opportunities and to adapt.
• Ability to embrace change and lead transformation processes.

Only candidates with the possibility of acquiring a work permit for Switzerland should apply

Please send applications in English (including a cover letter and your updated CV) to hr@cocoainitiative.org before the 09th of October 2020 (04pm Geneva time - GMT+2)

Only those candidates who match the above requirements and who have been selected for interview will be contacted.

NB: ICI is an equal opportunity employer and prohibits discrimination of any kind. To that end, ICI is committed to the principle of equal employment opportunities and non-discrimination for all employees and employment applicants and to providing employees with a fair work environment free of discrimination.

ICI has zero-tolerance for all forms of child neglect, abuse (sexual, physical, emotional, and psychological) and exploitation (sexual and commercial).

ICI commits to put the best interest of the child first, and at the centre of its work, irrespective of a child’s ability, ethnicity, faith, gender, sexuality and culture.

ICI recognizes its responsibility to ensure and to promote a safe and secure environment for children. To effectively manage risks to children, ICI requires the commitment, support and cooperation of all staff, associates, partners, suppliers, service-providers and visitors. By applying to ICI, you automatically agree to the above terms and to uphold the principles described therein.