

Director General, Coalition for Disaster Resilient Infrastructure (CDRI)

1. Position Information	
Duty Station	New Delhi, India
Reports to	Co-chairs of the Executive Committee of CDRI
Duration / Contract Type:	3 years, fixed term
2. Organizational Context	
<p>The CDRI is a partnership of national governments, UN agencies and programmes, multilateral development banks and financing mechanisms, the private sector, and knowledge institutions that aims to promote the resilience of new and existing infrastructure systems to climate and disaster risks, thereby ensuring sustainable development. For more information: www.cdri.world</p> <p>The Secretariat of the CDRI is based in New Delhi, India, and is led by a Director General. The CDRI Secretariat comprises 50 staff positions. The Director General is supported by four directors who report directly to him/her and manage four different divisions of CDRI.</p>	

3. Functions and Responsibilities
<p>1. Strategic direction to the work of the CDRI Secretariat in close collaboration with CDRI members and partners</p> <ul style="list-style-type: none">• In consultation with CDRI members and partners sets the overall strategic direction of CDRI, as well as broader practice of disaster resilient infrastructure in line with the global policy frameworks — Sendai Framework, Sustainable Development Goals (SDGs) and the Paris Agreement.• Leads the monitoring and analysis of CDRI's global portfolio, documentation of results, and gathering of evidence to track trends for strategic decisions, communications, and resource mobilization.• Identifies regions and countries among CDRI members with high disaster and climate risk and required interventions for promoting disaster and climate resilient infrastructure.• Engages in global policy advocacy for mainstreaming of disaster and climate resilient principles and approaches in national infrastructure development. <p>2. Oversees coherent programme development and organizational learning with quality assurance of advisory and programmatic support to CDRI member countries</p> <ul style="list-style-type: none">• Oversees the development and implementation of integrated, comprehensive and sustained CDRI interventions for disaster resilient infrastructure by integrating capacities and resources from across CDRI service lines, and by maximizing the comparative strengths of different partners.• Supports the development of partnerships with CDRI member countries in their efforts to strengthen national capacities in implementing relevant programmes for disaster resilient infrastructure.

- Supports CDRI member countries in assessing opportunities and entry points for disaster resilient infrastructure, and assists in the formulation and design, implementation, and monitoring & evaluation of disaster resilient infrastructure programmes.
- Oversees the development and implementation of a Knowledge Management Strategy, including regular publications (e.g., biennial report on Disaster Resilient Infrastructure) and management of online knowledge platforms.
- Develops systems for the management of knowledge from CDRI programmes, through periodic reporting, meetings, analysis of documents produced, lessons learned exercises and other means.
- Develops systems for CDRI Secretariat's internal learning efforts, including the development and delivery of training to staff on emerging aspects of disaster resilient infrastructure.

3. External relations, strategic partnerships for policy advocacy, resource mobilization and strategic positioning of CDRI

- Supports the Governing Council and the Executive Committee of CDRI, including the organization of regular meetings and briefings.
- Maintains regular dialogue with national governments particularly from CDRI member countries.
- Builds strategic partnerships with UN agencies, multilateral development banks, the private sector, academic institutions and civil society organisations.
- Oversees the development and implementation of multi-year resource mobilization strategy; establishes a system for regular donor information briefings as necessary.
- Leads overall CDRI engagement with other international and regional agencies that lead and support global efforts on disaster resilient infrastructure.
- Oversees the development and implementation of CDRI's communications strategy, and the dissemination of key policy messages from CDRI (such as from the biennial Flagship Report).
- Represents CDRI on international forums, engages with media to communicate key messages on the need for advancing disaster and climate resilient infrastructure.
- Engages with the ministries and institutions of the host country (e.g., Ministries of Home Affairs, Environment, External Affairs, National Disaster Management Authority) and builds a close and mutually beneficial working relationship.

4. Leadership and management of CDRI Secretariat

- Leads a diverse, multi-cultural team at the CDRI Secretariat.
- Oversees recruitment processes to attract best available talent and to build a dynamic global team that may work in multiple locations as necessary.
- Sets the direction for the team at CDRI Secretariat, including roles and responsibilities, accountability and reporting mechanism.
- Fosters harmonious working relationships and positive team environment by encouraging active participation and interaction at all levels.
- Oversees staff accountability and of individual annual work plans that are aligned with CDRI priorities.
- Ensures that individual performance management and development systems are implemented in a systematic and fair manner following modern HR management practices.
- Promotes a culture of openness and regular feedback from all staff. Fosters staff motivation, development and empowerment, and leads by example.

4. Competencies

Functional Competencies:

ADVOCACY/ADVANCING A POLICY-ORIENTED AGENDA

- Demonstrates political/cultural acumen in proposing technically sound, evidence-based solutions
- Develops internal organizational policies promoting strategic approaches to CDRI's focus areas

BUILDING STRATEGIC PARTNERSHIPS

- Makes effective use of available resources and comparative advantage to strengthen partnerships
- Creates networks and promotes initiatives with partner organizations

PROMOTING ORGANIZATIONAL LEARNING AND KNOWLEDGE SHARING

- Actively seeks and promotes innovative methodologies and leads the development of supporting policies/tools to encourage learning and knowledge sharing
- Develops and/or participates in the development of policies and new approaches and participates in training of staff in their application throughout the organization

RESOURCE MOBILIZATION

- Contributes to the development of resource mobilization strategies
- Actively develops partnerships with potential donors and government counterparts in all sectors at country level

JOB KNOWLEDGE/ TECHNICAL EXPERTISE:

- Possesses knowledge of advanced concepts in disaster and climate risk management and a broad knowledge of infrastructure development issues and challenges.
- Possesses in-depth knowledge of global landscape of organizational policies and procedures
- Keeps abreast of new developments in area of disaster and climate resilient infrastructure

CLIENT ORIENTATION

- Proactively identifies, develops and discusses solutions for internal and external clients, and persuades management to undertake new projects or services
- Consults with clients and ensures their needs are represented in decision-making processes

Core Competencies:

Ethics and Values: Demonstrates and promotes the highest standard of integrity, impartiality, fairness and incorruptibility in all matters affecting his/her work and status.

Organizational Awareness: Builds and maintains alliances and networks of partners, colleagues and interest groups inside and outside of the organization to achieve results.

Developing and Empowering People/Coaching and Mentoring: Builds staff competence, creates an environment of creativity and innovation, takes appropriate risk in developing new or adapting existing methods and approaches to more effectively perform tasks or to solve problems in new and unique ways.

Working in Teams: Encourages and creates mechanisms to share expertise and team approaches within the team, as well as with other partners and stakeholders.

Communicating Information and Ideas: Makes effective use of existing communication tools and creates new ones to ensure effective internal and external communication.

Self-Management and Emotional Intelligence: Provides a sense of direction and purpose, and maintains operational effectiveness of the organization, even during times of organizational change.

Conflict Management/Negotiating and Resolving Disagreements: Acts as a role model for positive handling of potential situations of conflict to others inside and outside the organization.

Knowledge Sharing & Continuous Learning: Creates, supports, and promotes an enabling environment for organizational knowledge sharing and learning including the use of technology.

Appropriate and Transparent Decision-making: Ensures that criteria and reasons for important decisions are communicated and explained to all those affected, especially in the case of tough or sensitive decisions.

5. Qualifications

REQUIRED:

Education: A minimum of a Master's degree or equivalent in one of the following disciplines: social sciences, civil engineering, architecture, urban planning, infrastructure development, development studies, management studies or a discipline relevant for promotion of disaster and climate resilient infrastructure.

Experience:

- At least 20 years of progressively responsible professional experience in implementing, planning and managing programmes, strategies and policies in support of national governments and/ or inter-governmental regional organizations and/or the United Nations or other international organizations.
- Track record of steering sustainable economic development, technology and social innovation initiatives.
- Expertise and experience in multi-cultural team leadership, management, strategic planning, and advanced communications skills.

Language: Fluency in English, both oral and written

Nationality: The Candidate must be a national of one of the CDRI member countries. See the list at: <https://www.cdri.world/members>

DESIRABLE:

- Experience in one or more regions (Asia and the Pacific, Latin America and the Caribbean, North America, Europe, Oceania, and Africa) of CDRI membership would be an asset.
- Technical expertise in disaster risk management and/ or infrastructure development.
- Experience of having engaged with Government of India institutions would be an asset
- Working knowledge of other languages including French and Spanish would be an asset.

6. Remuneration

An internationally competitive package, commensurate with the roles and responsibilities of leader of an international organization.
