



# Climate and PSE Director

September 2024

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## About Chemonics UK

Chemonics International is a major international development consultancy, with a 46-year history and a track record for delivering integrated solutions across multiple sectors and geographies to support the achievement of sustainable development goals. With experience in over 150 countries and a global network of over 5,000 technical specialists, Chemonics is recognised as one of the world's leading partners for international development.

Chemonics UK was established in 2019 and has quickly developed a strong and diverse portfolio of UK Aid-funded programmes. Chemonics UK works with government and development sector counterparts across three continents to deliver programmes in sectors including climate action, education, governance, peacebuilding, stabilisation, social cohesion, and research. Chemonics UK is developing greater autonomy and identity within the Chemonics International group and has ambitious growth plans for UK and European funded work, alongside the development of its own administrative and procedural functions.

## The Role

<b>Role:</b>	Climate and PSE Director
<b>Location:</b>	London UK – Flexible working arrangements may be considered but periodic attendance in the office will be required.
<b>Salary:</b>	Competitive



## Job Summary

The Climate and Private Sector Engagement Director at Chemonics UK directs the Climate and PSE practice to build the pipeline and portfolio of high-performing programmes within private sector development and climate action.

The Director supports the growth and performance of the practice area and their portfolio on behalf of Chemonics UK. They provide senior level technical oversight and expertise to position and deliver programmes within the practice area with a focus on FCDO. This includes market positioning, business development, client engagement, project management, team management and leadership. The role will have a lead role in engaging with FCDO and contribute to UK and corporate strategies and initiatives.

Critical to the success in this role will be the development of a pipeline of work through the Director's networks and relationships. The strategic value of their networks will be key in leading the growth in their practice area and in the delivery of programmes.

The practice is composed of both 6 home-office staff, leading two programmes with a significant field staff. Team structure, including line management of direct reports, will be shaped by the chosen candidate's functional and sector expertise.

## Responsibilities

### Market Positioning and Business Development

- Takes a leadership role in growing Chemonics UK 's Climate & PSE, FCDO and donor portfolio through strategy setting, outreach and network development, proposal development, and positioning with Chemonics' clients and within the industry.
- Proactively identifies and tracks upcoming new FCDO and donor opportunities, and informs relevant in-house parties of bids in sufficient time to make bidding decisions and effectively prepare for bids.
- Leads proposal teams including through strategy formulation and defining technical solutions and directly contributes to new business by participating in line roles.
- Cultivates strategic partnerships for growth with other organisations and consultants.
- Tracks, analyses, and shares development trends and priorities within the Climate & PSE sector.
- Travels periodically to explore new business opportunities. Interacts with key client and counterpart staff related to new programming opportunities.



## Programme / Project Management

- Supports and develops technical work products, reviews and provides comment on programme technical work, and provides technical input to reports and other documents.
- Provides strategic guidance and solutions to address technical and programmatic issues raised on programmes within your portfolio to Programme Directors and Programme teams.
- Serves as acting Team Leader as necessary.

## Technical

- Develops effective working relationships with FCDO, partners, consultants and both internal and external stakeholders.
- Applies in-depth Climate & PSE technical expertise to FCDO projects' technical goals and objectives, new business efforts, projects and Chemonics knowledge base.
- Advances body of knowledge (e.g., innovations, best practices, lessons learned) and quality standards in Climate & PSE and practice networks; formulates approaches to guide FCDO project work, new business efforts, and technical assignments; and advises clients on technical trends and programming priorities.
- Assumes a leadership role(s) in Climate & PSE network of government-related development and professional societies, represents company at donor conferences, and prepares or improves technical and development practitioner publications.
- Ensures quality of project reports and deliverables; ensures project technical objectives are met in partnership with the team leader and troubleshoots when deviations are needed.
- Identifies opportunities to conduct billable assignments; sets billability targets to contribute to a billable project work or technical area.
- Ensures that existing best practices and innovative methodologies are utilised in current Climate & PSE programme/s and proposals.

## Client Engagement

- Develops effective working relationships with internal and external clients, counterparts and stakeholders and continually promotes outstanding client service with corporate office staff and project teams; leads discussions as part of quarterly client consultations; leads response on annual client performance reviews in consultation with the team leader and submits the final version in the system.
- Develops a deep understanding of the changing client requirements and priorities and adapt the project as necessary and/or seek opportunities of new funding.
- Provides any relevant client insights to the new business team.

## Corporate Compliance

- Will coordinate and facilitate meetings with diverse stakeholders; synthesize and explain technical and administrative requirements based on UK and European regulations and guidance.



- Assists in the development of training materials and lead trainings; develop Climate & PSE compliance frameworks; and communicate effectively with diverse audiences in person and in writing.
- Supervises technical consultants and quality assures deliverables.

## Skills

### Essential Skills

- **Preferred:** Demonstrable experience in managing Climate & PSE programmes. Project leadership experience is preferred, demonstrating leadership, versatility, and integrity.
- **Preferred:** Experience in the technical design of Climate & PSE programmes designed to work at scale and work systemically.
- Advanced partnerships and business development skills. Experience with the public sector or FCDO itself is preferred, in addition to broader (ideally private sector) networks leading to sector development and growth.
- **Preferred:** Demonstrable experience managing a departmental profit and loss to inform resourcing.
- **Preferred:** Fluency in, and demonstrable application of, financial and project management systems.
- Experience in providing direct technical assistance to Climate & PSE projects and developing and managing short term assignments delivered by technical specialists.
- Demonstrable experience of solving complex technical, managerial, or operational problems and evaluating options based on relevant information, resources, well-rounded experience, and knowledge.
- Demonstrable leadership, management, organisational, and decision-making skills.
- Demonstrable progressive professional experience including positions requiring supervision and mentorship of multiple staff required.
- **Preferred:** Fluency in donor/client regulatory and management requirements and demonstrable ability to apply and adhere to those requirements in programme / project management.
- Able to operate at advanced levels of authority and controls significant activities, budgets, and resources to produce and take responsibility for results.
- Advanced knowledge and skills within a relevant technical or professional discipline with broad understanding of other areas within the job area.
- Conceptualises, outlines, performs, and directs the research and writing of technical documents (reports, proposals, professional articles).
- Recognised by others as an experienced international development practitioner in a specific technical area; contributes consistently to mentoring staff.
- Previous experience working in international development and/or living or conducting work in foreign countries preferred.
- Demonstrable awareness of cultural sensitivity and an ability to manage with sensitivity to cultural differences and similarities.
- Able to lead effective meetings and also be able to present information confidently and authentically orally and in writing using multimedia.



- **Preferred:** Foreign language proficiency in a relevant region Chemonics operate in preferred.
- **Preferred:** Ability and willingness to travel and work abroad up to 3 months per year.
- Ability to comply with corporate and client codes of conduct.

## Education / Professional Skills

- Degree in relevant field or equivalent work experience required; advanced degree preferred.

## Candidate Profile

Chemonics are looking for an exceptional individual with advanced business development skills and excellent networks. They must be a seasoned practitioner of either private sector development or climate action programme design and delivery, ideally with experience across both areas.

A strong networker and communicator, this individual will be able to lead on the current practice area work and develop a pipeline of future contracts with FCDO and have the ability to develop strategy and deliver against it. The individual will be a competent, inspiring and experienced manager at the department level with the requisite skills and commercial acumen that would be associated with such experience. They will be able to inspire a team and will be a results driven individual who can foster a high performing culture. They will be an inclusive and collaborative leader, reinforcing the principles of transparency while as an individual they will be agile to changes and resilient to challenges.

## How to Apply

All correspondence, at this stage, should be via Oxford HR. To apply for this post, click on the “Apply” button on the job advert page, complete our online application form, and submit your CV and cover letter as two different documents, which should be prepared before applying as they will be considered in the application process. The cover letter should be no more than two pages long and explain why you are interested in this post and how your skills and experience make you a good fit.

The document should be saved in PDF in the following format: Your First Name-Your Last Name-Document Name-Date (mmyy) e.g., Pat-Jones-CV-092024-ChemonicsUK or Pat-Jones-CoverLetter-092024-ChemonicsUK.

Please note that all our clients recruiting in the UK are legally obliged to confirm that the appointee is eligible to work in the UK. As of 1 January 2021, government’s new regulations will apply. For further information visit the Home Office website at <https://www.gov.uk/browse/visas-immigration/work-visas>.



## Timeline

**Closing Date:** 21<sup>st</sup> October 2024

**First stage interviews:** TBC

**Final interviews:** TBC

## Selection Process

All candidates will receive an update regarding their application after the closing date. We advise candidates to add the role email to their safe senders list and regularly check their spam folder.

## Equality Statement

Equality and diversity are at the core of Chemonics UK's values. Staff are expected to work collectively and individually to promote a constructive and sensitive approach to others from a variety of backgrounds, where the work of others is valued and respected.

## Queries

If you have any queries on any aspect of the appointment process, need additional information, or would like to have an informal discussion, please email at [jsawyer@oxfordhr.com](mailto:jsawyer@oxfordhr.com) in the first instance.

## About Oxford HR

Oxford HR is a B Corp certified leadership consultancy. Having worked within a diverse range of institutions, from not-for-profits and charities to governments and corporate environments, we've seen the powerful impact that the perfect team can have.

Finding innovative leaders can be a challenge; and yet their transition into leadership is vital to an organisation's mission and success. We work across the globe to search for a support remarkable leaders and teams, improve their board effectiveness and support on a range of leadership functions. Learn more at: [oxfordhr.com](http://oxfordhr.com)