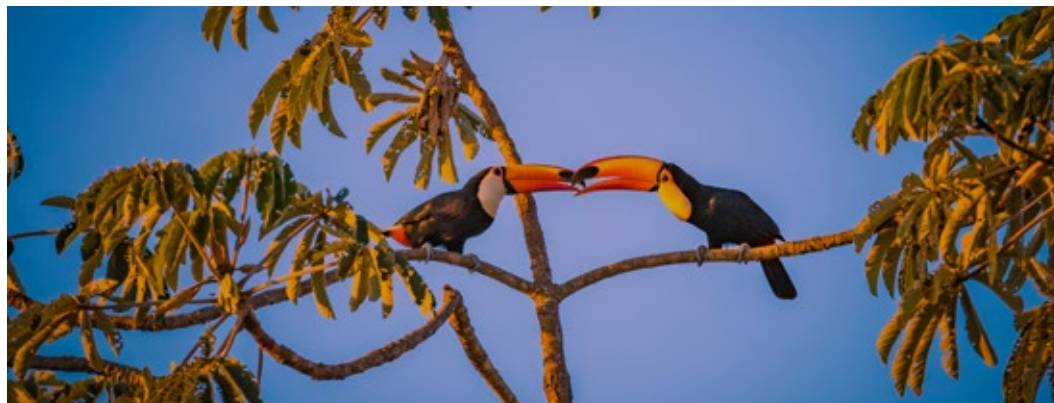




SENIOR DIRECTOR, PEOPLE AND CULTURE

SEPTEMBER 2025



ABOUT WWF INTERNATIONAL

All around the world, people are waking up to the deepening crisis of nature loss. We're experiencing a growing realization that nature is our life-support system and that no one will be spared from the impacts of its loss.

Here at WWF, an independent conservation organization active in nearly 100 countries, we are working to sustain the natural world for the benefit of people and wildlife.

We are part of a growing coalition calling on world leaders to set nature on the path to recovery by 2030 – a New Deal for Nature and People as comprehensive as the global climate deal.

Working with many others – from individuals and communities to business and government – WWF urgently seeks to protect and restore natural habitats, stop the mass extinction of wildlife, and make the way we produce and consume sustainable.

More about WWF on our [website](#).

OUR MISSION

To stop the degradation of the earth's natural environment and to build a future in which humans live in harmony with nature by:

- conserving the world's biological diversity
- ensuring that the use of renewable natural resources is sustainable
- promoting the reduction of pollution and wasteful consumption.

OUR VALUES

We bear witness to the accelerating decline of nature and our climate, with serious consequences for life on Earth, including our own.

Our mission is to build a future in which people live in harmony with nature. To deliver this mission, we work to conserve biodiversity, the web that supports all life on Earth; reduce humanity's ecological footprint; and ensure the sustainable use of natural resources to support current and future generations.

We celebrate and respect diversity in nature and among the people, partners and communities with whom we work. Across the many cultures and individuals that represent WWF, we are unified by one mission, one brand, and one common set of values:

- **Courage:** We demonstrate courage through our actions, we work for change where it's needed, and we inspire people and institutions to tackle the greatest threats to nature and the future of the planet, which is our home.
- **Integrity:** We live the principles we call on others to meet. We act with integrity, accountability and transparency, and we rely on facts and science to guide us and to ensure we learn and evolve.
- **Respect:** We honor the voices and knowledge of the people and communities that we serve, and we work to secure their rights to a sustainable future.
- **Collaboration:** We deliver impact at the scale of the challenges we face through the power of collective action and innovation.



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THE ROLE

ROLE:	Senior Director, People and Culture
POSSIBLE LOCATIONS:	Europe (Zeist, Woking, Brussels etc.) and Africa (Nairobi, Yaoundé)
REMUNERATION:	Competitive and adjusted to cost of living in selected locations.

MISSION OF THE DEPARTMENT

The Global Operations Division enables WWF mission delivery through continuous pursuit of optimum balance between efficiency and effectiveness with respect to internal systems, tools and processes. This will be achieved via delivery of a high standard of: strategic financial management, effective digital solutions, proactive risk management, quality guidance, advice and communication of both regulatory and internal standards requirements all through an inclusive people centered lens.

The People and Culture Department (P&C) is a key pillar in promoting, embedding and instilling a working environment across WWF International aligned with our agreed network values and core standards while ensuring fit-for-purpose P&C related standards, policies, procedures, systems and platforms are in place attract, develop and retain leading talent in an optimal working environment in which the staff are able to perform at the highest level and hence are able to maximize their contribution towards the conservation goals to support the pursuit of WWF's mission.

MAJOR FUNCTIONS

STRATEGIC OVERSIGHT AND LEADERSHIP

- Develop and implement a comprehensive P&C strategy that supports WWF International's strategic goals
 - Collaborate with senior leadership to align P&C initiatives with operational needs and organizational objectives
 - Advises management on P&C related external trends
 - Advise the Senior Leadership Team
- on P&C strategic issues to ensure overall organizational coherence and coordination
 - Provide advice, support and service delivery leadership on organizational change management and organizational design initiatives
 - Provides leadership, oversight and accountability to the P&C department to meet the needs of the organization.



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MAJOR DUTIES AND RESPONSIBILITIES

LEADERSHIP OF PEOPLE AND CULTURE (P&C) FUNCTION

- Ensures that the People & Culture team responds to the needs of the organization and provides the highest level of professionalism and service to staff at all levels within the organization.
- Inspire and manage the P&C department to optimize services while improving efficiencies within available resources.
- Define clear roles and accountabilities and assign them across P&C department, where applicable; set and adjust departmental priorities; define and implement coordination and information-sharing mechanisms as needed.
- Oversee the work of P&C department to ensure consistency with the global P&C vision, operational alignment, and transfer of best practices across WWF International.
- Ensures appropriate People & Culture structures, processes, systems, capabilities, delivery channels and initiatives are in place.
- Provide guidance and leadership on relationship-building with National Offices on P&C-related matters.

TALENT MANAGEMENT

- Champion the embedding of WWF Values (Courage, Respect, Integrity, Collaboration) across leadership and management practices, and all staff-related initiatives.
- Oversee the recruitment, selection, and onboarding processes to attract, nurture and retain top talent.
- Oversee the design and implementation of competitive compensation and benefits programs that attract and retain employees, including conducting regular market assessments to ensure WWF International remains competitive in the global labour market.
- Implement, maintain and pursue continuous improvement in fit-for-purpose performance management systems that promote employee development, engagement, and accountability.
- Oversee the identification of training needs and development of programs to enhance employee skills and capabilities, fostering a culture of continued employee learning and professional development.

MAJOR DUTIES AND RESPONSIBILITIES

EMPLOYEE ENGAGEMENT AND INCLUSION

- Champion and oversee diversity and inclusion within the workforce, including the development of policies and practices that support an inclusive workplace for all employees.
- Foster a positive organizational culture and promote continuous effective employee engagement strategies and approaches.
- Ensure robust systems and processes to constructively address employee grievances and conflicts, ensuring fair, consistent, and empathetic application of policies.
- Working closely with the Accountability and Legal teams, support P&C-related workplace investigations, and taking appropriate follow-up actions as agreed with accountable management.

POLICIES AND COMPLIANCE

- Ensures embedding of 'duty of care' towards our staff in all relevant policies, procedures, practices and tools.

- Builds, maintains and adjusts as necessary, a robust People & Culture policy framework, global contracting approach, remuneration philosophy framework and systems for WWF International, according to organizational needs.
- Oversee and ensure compliance with local labour laws and regulations in all operational areas.
- Oversee the development, updating, dissemination and implementation of fit-for-purpose P&C related tools, programs, regulations, standards, and policies (e.g. recruitment, compensation & benefits, staff development, performance management, codes of conduct, health and wellbeing, employee grievances and disciplinary processes, etc.) for WWF-International.
- Champion and oversee diversity and inclusion initiatives within the workforce, including the development of policies and practices that support an inclusive workplace for all employees
- Performs other duties as requested by the Chief Operating Officer.



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CANDIDATE PROFILE

REQUIRED QUALIFICATIONS

- Advanced university degree (master's or equivalent or a professional Human Resources qualification), in human resources management or another related field. A combination of university degree and extensive related experience may be accepted in place of an advanced university degree.
- Deep knowledge and expertise of Human Resources, People Development and Organizational Development strategies.
- At least 15 years professional experience in Human Resources, out of which at least 8 years of experience in a senior management position, ideally within a matrixed international environment.

REQUIRED SKILLS AND COMPETENCIES

- Proven experience in dealing with all aspects of P&C management, both on a strategic and an operational level.
- Demonstrable P&C professional experience in an international, matrix organization (IO, NGO, corporate), in a multi-cultural environment.
- Demonstrable ability to adapt and apply best practices from other international organizations and/or the private sector.
- Solid track record of managing and supporting diverse and multicultural teams.

- Strategic thinker with the ability to formulate strategies and policies at a senior level.
- Service and solution-oriented mindset.
- Outstanding written and oral communication skills.
- Excellent collaborative and teamwork skills at the Executive Management level.
- Proven ability to take difficult decisions.
- Proven ability to motivate and manage a team.
- Excellent interpersonal, influencing, networking, and representational skills.
- Professional credibility and ability to work effectively at all levels across the organization.
- Proven good judgment and ability to work with complete integrity and confidentiality.
- Self-reliant and ability to work in a challenging environment.
- Strong analytical skills and ability to work at various or all levels of complexity.
- Ability to manage remotely.
- Highly organized and results focused.
- Sensitivity to cultural diversity and the ability to work effectively in cross-cultural settings.
- Fluent spoken and written English - good command of other languages is an advantage.

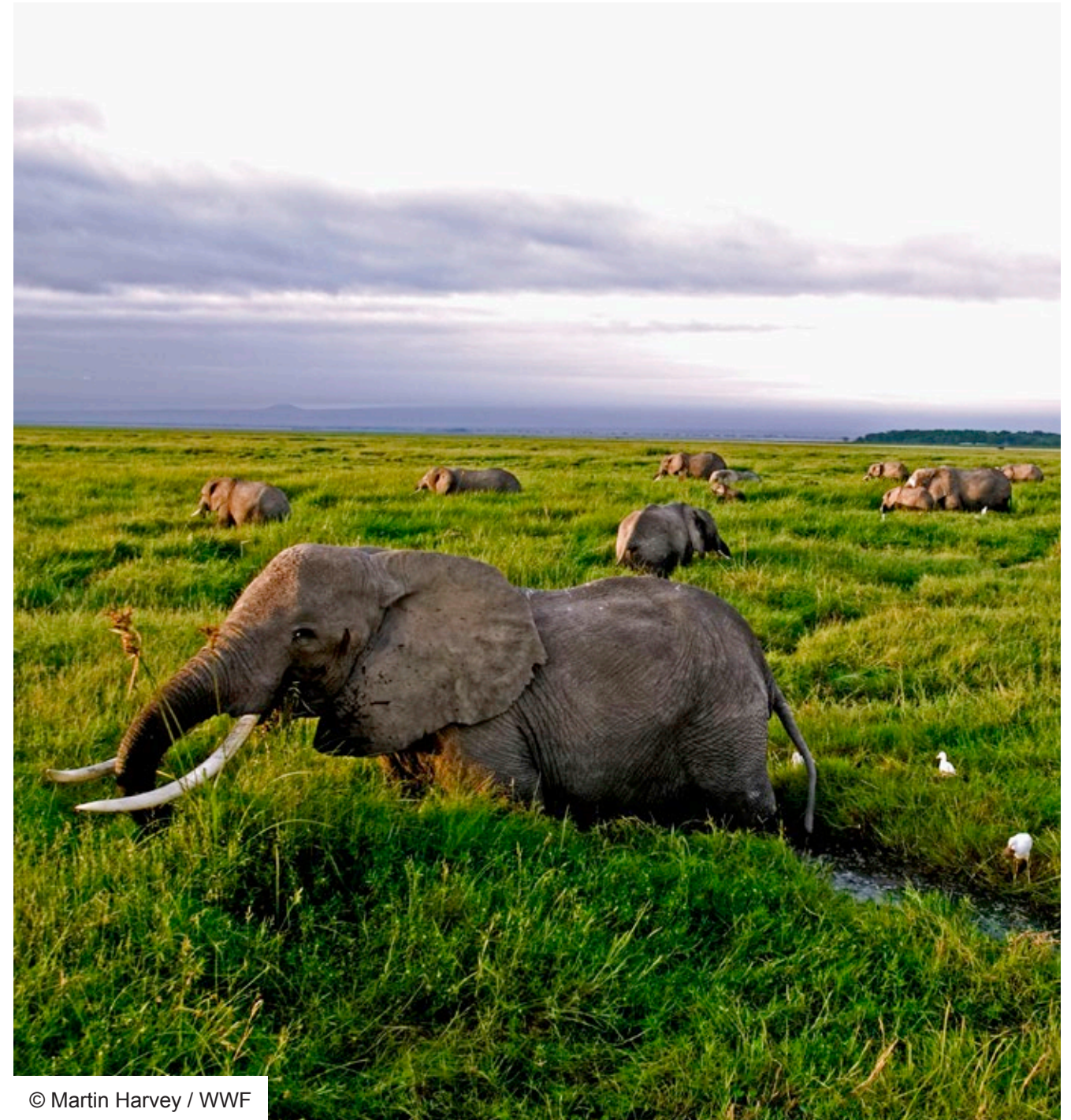
WORKING RELATIONSHIPS

INTERNAL

Extensive contact with staff at all levels and offices within WWF International and with P&C leaders across the WWF Network; Works closely with Leadership teams and Interacts with all the relevant Governance bodies (Global Operations Committee, International Board sub-committees and NET) as and when required; Interacts with other communities of practices.

EXTERNAL

Peers, external HR/P&C communities, consultants, service providers, learning institutions, lawyers and outside sources that influence WWF's work.



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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-Documents Name-Date (mmyy) e.g., Amina-Patel-CV-0925-WWF or Amina-Patel-CoverLetter-0925-WWF.

TIMELINE

- Closing Date: 5th October (Please note that this date is indicative. Applications will be assessed on an ongoing basis leading to a possible earlier closing date).

- Oxford HR Interviews: On an ongoing basis, at the latest between 15 and 24th of October.
- WWF Panel 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 WWF International'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 mbillanou@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 organization's mission and success. We work across the globe to search for and support remarkable leaders and teams, improve their board effectiveness and support on a range of leadership functions.

Learn more at: oxfordhr.com





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