



Senior Regional Director - Asia & Middle East (AME) Job Description

Job Title:	Senior Regional Director – Asia & Middle East (AME)
Level and Grade:	100
Job Type:	Permanent / Full-time
Reporting Manager:	AVP, International Programs
Department:	International Programs & Operations Department
Office:	Baltimore or Washington DC
Date:	July 6, 2021

About Corus:

Corus International leads an ensemble of social impact organizations working together in the world's most fragile settings to deliver the holistic, lasting solutions needed to overcome the interconnected challenges of poverty, health care access and climate change. Corus is a new model in the international space, creating a consortium of specialized non-profit and for-profit entities for greater impact. Additional growth is expected.

Corus combines over 150 years of experience of our non-profit and for-profit subsidiary organizations – LWR, IMA, CGA Technologies, Ground Up Investing, and LWR Farmers Market. Together, the organizations take a systematic approach to grow rural economies, eliminate extreme poverty, ensure access to quality healthcare, and respond to urgent humanitarian needs in fragile settings.

Further details about the organization can be found at <https://corusinternational.org>

Job Brief:

Position Summary:

The Senior Regional Director (SRD) is primarily responsible for the leadership and management of Corus' international offices, staff, and programs in **Asia & Middle East (AME)**, in a manner that is consistent with CI's vision, values, and strategy. S/he will supervise a region comprised of country offices in **Lebanon, Jordan, Iraq, Yemen, Nepal, Indonesia and the Philippines**. Country offices serve as the foundation and infrastructure on which Corus' subsidiaries implement programs, projects, and activities, and serve to represent Corus and its subsidiaries at the country level. Regional portfolios may consist of active health, agriculture, economic growth, and humanitarian assistance programming including grants and contracts funded by the U.S. Government, European bilateral donors, foundations, and other funders. The SRD supervises head office staff and Country Directors, oversees project implementation to ensure quality programming, develops and manages annual budgets, and works with the Operational Effectiveness and Development team to oversee security of personnel and assets in the region and compliance with procurement standards. S/he provides advice and input to business development, and contributes to country, regional, and global strategies for growth and investment. S/he represents CI to donor agencies, peer organizations, U.S. and host government authorities, as well as to U.S. stakeholders and constituencies. The SRD also plays a key role, working with other departments and with other subsidiaries of CI, including Ground Up

Investment (GUI) and CGA Technologies, in linking programs and partners to CI's donor, constituent, and advocacy targets. The successful candidate will have a track record of living and/or working in the region.

The competencies required to be successful in this position include a theoretical and practical understanding of health and/or livelihoods practice areas; strong people and project management skills; the ability to lead or contribute to the technical approach in health and/or livelihoods on new business; the ability to motivate and lead teams; strong external engagement and representation skills; and demonstrated ability to operate at advanced levels of authority and accountability for achieving results.

- Identify opportunities for geographic or programmatic expansion, in collaboration with Business Development leadership and in line with established agency priorities.
- Support and promote, as appropriate, integrated, and collaborative efforts among all parts of Corus International, including IMA World Health, Lutheran World Relief, CGA Technologies and Ground Up Investing in alignment with the overall strategic vision of Corus International.
- Provide leadership to the country teams helping them to develop and strengthen relationships with host country ministries, donors, and local and strategic partnerships.

Key Result Areas:

The success of this role is measured by the following KRAs:

- Delivery of high-quality, high-impact results from projects and programs implemented by Corus International.
- Functioning of a strong regional team, both in Headquarters and overseas.
- Compliance with donor, agency, and host country requirements and regulations.
- Full execution of approved budgets within the established project and fiscal year timeframes.
- Establishment and maintenance of excellent relations with public and private partners, donor agencies, and host government authorities in region and countries of responsibility.

Roles and Responsibilities:

Programming Implementation

- Manage multiple health, livelihood and humanitarian assistance projects within portfolio, including financial accountability, staffing, work planning, and reporting.
 - Ensure that all Corus awards are on track to deliver programmatic results/development impact as per agreement with donor; identify projects that are not on track and work with the country/project team to course correct as needed.
- Act as a facilitator between head office and country programs to ensure high quality program delivery/implementation.
- Build strong working relationships with CI's support departments to ensure smooth project implementation.
- Coordinate with the Strategic Design & Technical Excellence department to identify, document and share best practices and important innovations in field programs within the organization for replication and scale up.
- Coordinate with the external relations team and with the country offices to produce communications materials about regional programs for business development and various external audiences

Financial and Operational Management

- Provide guidance and oversight of country and regional offices in the development of annual operational budgets and use of unrestricted funds.
- Monitor budget spend down and cash flows for unrestricted and restricted funding streams and ensure high burn rate in line with approved agency and donor budgets.
- Ensure country teams develop and follow safety and security protocols, with technical support from the HQ security team. Serve as one of the key point people to liaise between HQ and field offices in the event of serious safety and security incidents.
- Ensure that staff understand and comply with operations-related policies and procedures.

Staff Management and Development

- Participate in the recruitment, onboarding, and development of a highly qualified and engaged team.
- Mentor and support direct reports and ensure staff receives regular constructive performance feedback.
- Identify opportunities for professional growth of direct reports.
- Resolve personnel disputes or issues promptly, in consultation with Human Resources.

Strategy and Growth

- Collaborate with the Business Development Department to support efforts in business development to institutional donors.
- Gather and share within agency intelligence on donor plans, priorities, and opportunities through frequent interaction with key donor agencies, partners, and host governments.
- Identify opportunities for geographic or programmatic expansion, in collaboration with Business Development leadership and in line with established agency priorities and share intel on these opportunities with relevant Business Development points of contact.
- Support and promote, as appropriate, integrated, and collaborative efforts among all parts of Corus International, including IMA World Health, Lutheran World Relief, CGA Technologies and Ground Up Investing in alignment with the overall strategic vision and priorities of Corus International.
- Provide leadership to the country teams helping them to develop and strengthen relationships with host country ministries, donors, and local and strategic partnerships.

Representation

- Represent the organization to donors, implementing partners, host country governments, project stakeholders, peer agencies and counterparts in the public and private sectors.
- Represent the region's programs to Corus International's U.S. constituency in collaboration with the External Relations department.
- Participate in relevant NGO fora or other technical or coordination networks.
- Represent the regional portfolio to CI's leadership and staff.

Supervisory:

This role reports to Associate Vice President, International Programs

This role has **nine (9) direct** reports

- Deputy Regional Director
- Senior Program Manager
- Regional Representative for Strategic Partnerships
- Senior Regional Technical Advisor (also covering as Philippines country rep)
- Country Leads for Nepal, Indonesia, Iraq, Yemen and Lebanon (5)

This role has **three (3) indirect** reports

- Regional Finance and Admin Managers for Asia & Middle East (2)
- Regional HR Manager

Education:

- Minimum Bachelor's degree; Master's degree in Public Health, International Development, Agriculture, or a related field preferable.
- At least 10 years of professional experience managing donor-funded livelihoods, economic development, health, and/or humanitarian response programs in developing countries, including at least 2 years as a resident in a developing country setting.

Qualifications:

- A proven record of strong interpersonal and leadership skills leading staff and being part of a team-oriented culture.
- Successful implementation experience in the region for which the Senior Regional Director will be responsible.
- Experience managing or overseeing donor-funded awards.
- Experience overseeing one or more offices.
- Experience developing and managing budgets from both restricted and unrestricted revenue sources.

- Experience managing operations of programs in developing country settings (finances, administration, legal registration, logistics, safety, and security, and/or human resources).
- Knowledge of the rules and regulations of managing USAID contracts, grants and cooperative agreements and other institutional donors.
- Strong ability to work in Excel, PowerPoint and Word required, familiarity with SharePoint.
- Excellent English written and oral skills.
- Demonstrated experience working with a multicultural workforce with sensitivity and appreciation of cultural differences.

Other Duties:

This job description is not designed to cover or contain a comprehensive list of activities, duties or responsibilities for the position. Duties, responsibilities and activities may change at any time with or without notice. All positions are required to perform any additional tasks assigned by the supervisor. Global positions that are bound by contracts will not be changed without notice and approval.

- Commitment to the faith-based nature of Corus International and ability to articulate that core value to varied audiences.
- Willingness to travel 20% or more annually, including to insecure environments.

Working Conditions, Travel and Environment

- The duties of the job require regular work at least 5 days/week. The employee must be available to work outside normal office hours or on the weekends as required.
- This position must be able to travel as required for standard domestic and international business purposes. While performing the duties of this job in different locations, the employee may be exposed to precarious settings under high security risks and/or very basic living conditions and extreme weather conditions, as well as to infectious diseases.

Diversity, Equity, Inclusion and Zero Tolerance to Abuse

As a member of the Corus Family, each employee is expected to:

- Help to develop and maintain an environment that welcome and develop a diverse workforce.
- Foster a work environment where everyone feels valued and included.
- Support employees' evaluation and promotion processes based on skills and performance.
- Promote a safe, secure, and respectful environment for all members of Corus family, stakeholders in general, and particularly for the communities we serve.
- Follow Corus Code of Conduct helping to prevent any type of abuse including workplace harassment, sexual abuse and exploitation, and trafficking in persons.
- Adhere to the Organizational Core Values

Corus International prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, sex, age, national origin, disability status, sexual orientation, protected veteran status, or any other characteristic protected by U.S. or International law.

TBA

Date