

Director, Climate Change & Natural Resources

Location: One of ID Office Locations in New York (strongly preferred), London or Brussels

Job Purpose

Project Management: Lead the development and implementation of integrated diplomatic strategy, advice and practical assistance for clients across the three pillars of modern diplomacy: political strategy; international law; and public / media relations, particularly in the areas of climate change, natural resources and sustainable development.

Job Description

Gather Diplomatic Intelligence and Analyze and Report on Political Developments

- Maintain and utilize a comprehensive network of diplomatic contacts;
- Gather and analyse information related to ID projects from diplomats, negotiators, think tanks, academic institutions, civil society organizations and the media for use by the ID Climate Team and other ID staff;
- Assist in preparation of diplomatic advice for clients; and
- Provide in-theatre support for clients.

Based on this diplomatic intelligence, other background research and ID team brainstorming:

- Formulate integrated diplomatic strategies covering political strategy, legal advice and public and media relations;
- Develop and provide written and oral analysis and advice to clients;
- Represent and engage in diplomatic negotiations, as requested by clients; and
- Arrange and support client visits and travel to attend diplomatic and negotiating forums at the UN and elsewhere, including meetings and media engagements.

Project Management

- Responsible for client liaison and relationship management, including ongoing relationship with the Government of the Republic of the Marshall Islands; deliver outputs consistent with client requests and priorities; generate and implement new diplomatic strategies and long-term vision for the client; and generally keep the project on track.
- Serve as the main point of contact for both the client and within ID; travel to and with the client; recruit and manage the project team; fundraise for the project as needed; and coordinate the production and delivery of advice and implement agreed actions.
- Manage the ID Climate Team, including relations with and supervision of staff, project budget, resource allocation, and travel arrangements.

Prospect for New Business and Funding

- Prospect for new business and funding opportunities;
- Approach, meet and visit potential new clients;
- Assess new clients for suitability and conduct appropriate due diligence;
- Develop ID's pitch to prospective clients and potential funders;
- Liaise with funders or potential funders to maintain funding relationships and at the request of the ID fundraising team; and
- Assist with ID's organizational development and fundraising.

Please send credentials and letter of interest to Susanna Emmet at susanna.emmet@independentdiplomat.org