



## **Job Description: Director of the High Seas Alliance**

### **Introduction**

Since its founding in 2011, the High Seas Alliance (HSA) with its 45+ non-governmental members and the International Union for Conservation of Nature, has been working towards protecting the 50% of the planet that is the high seas. As the region of the global ocean that is beyond national jurisdiction, the high seas includes some of the most biologically important, least protected, and most critically threatened ecosystems in the world.

HSA members work together to inspire, inform and engage the public, decision-makers and experts to support and strengthen high seas governance and conservation, as well as cooperating towards the establishment of high seas protected areas.

Our first priority in coming months will be working to ensure the negotiation and completion of a legally binding treaty under the United Nations Convention on the Law of the Sea which provides robust protection for marine biological diversity in areas beyond national jurisdictions. In the future we anticipate that the focus will shift towards coordination and support for ratification and implementation of the treaty, including the development and implementation of a network of high seas MPAs, with the work of the alliance being more focussed in key countries for these processes, rather than with missions in New York.

### **Role of HSA Director**

The High Seas Alliance is looking for a Director to lead the alliance as it works to ensure the finalisation of the Treaty to protect the high seas, and its subsequent ratification and implementation. The new Director will need to create and lead a collaborative process with HSA's 45+ members to set the vision and future strategy for HSA, both in terms of what HSA should achieve in coming years, and how its membership could evolve.

The Director will be responsible for overseeing the activities of the High Seas Alliance including its fundraising and grant management, budget management, staff/consultant hiring and management, raising funds and managing grants; membership engagement, and implementation of program activities.

The Director reports to the High Seas Alliance Steering Committee.

This is a one-year position (to end 2023) with likely potential for extension. It is a remote role, with preference for someone based in Europe or the east coast of the Americas. If in the US, an employment contract is possible, otherwise we are offering a consultants contract. We would also be open to considering a secondment arrangement.

## Key Responsibilities

1. **Campaigning and advocacy:** Provide strategic leadership to HSA's members to achieve the strategic objectives of the HSA:
  - Engage members in the development of HSA vision and strategy
  - Develop and ensure the implementation of alliance campaigning and advocacy initiatives to further achieve the objectives of the alliance
  - Communicate, coordinate and align members' activities to maximise impact for the finalisation, ratification and implementation of the high seas treaty.
  
2. **Representation of the High Seas Alliance** to government representatives, policy-makers, the media and other key stakeholders:
  - Build and maintain relationship and work collaboratively with champion delegations to achieve common goals
  - Engage and inspire stakeholders on the key issues relating to high seas protection
  
3. **Member relations:**
  - Lead processes (including regular communications and meetings) to engage members in strategy development and implementation including setting policy priorities and agreeing tactics
  - Provide technical and campaigning support to members in support of HSA objectives
  - Advise the Steering Committee on decisions re new member requests.
  
4. **Funding:** Actively fundraise with an eye to expand funding where opportunities exist and ensure the long term strategy is funded:
  - Secure funding
  - Maintain high trust relationships with funders
  - Oversee grant management and reporting
  
5. **Financial oversight:** ensure the financial and administrative health of the High Seas Alliance
  - Create and manage budgets
  - Liaise with the fiscal sponsor to maintain financial reporting and oversight, including reporting to Steering Committee;
  - Approve and oversee all HSA contracts (including for special event and workshops) and wire transfers and payments.
  
6. **Steering Committee:** Support the Steering Committee to fulfil its oversight and decision-making role.
  - Prepare decisions for the Committee to take and guide Steering Committee meetings to provide clear and documented decisions
  - Provide structured and timely updates and information to enable the Steering Committee to fulfil its oversight function.

7. **Manage HSA Consultants/staff:** Oversee, manage and support HSA consultants as required.

## **Competencies and experience**

### **Essential**

- Deep knowledge of ocean issues and international politics around oceans
- Experience working in international treaties and conventions
- Demonstrated commitment to environmental protection, justice and equity
- Demonstrated ability to lead development and delivery of a membership-centred strategy in an international context
- Demonstrated ability to manage and motivate staff
- Experience in developing and managing high-trust relationships with funders, grant management and dynamic budgeting
- Fluency in English
- Willingness to travel
- Willingness to work hours outside of business hours to accommodate HSA members across different time zones.

### **Desirable**

- Experience in multilateral oceans organisations/deep and wide existing networks in this area
- Experience working on ratification and implementation initiatives
- Fluency in one or more other languages

## **How to Apply**

The deadline for submissions is **December 4<sup>th</sup>, 2022**.

Interested applicants should send their cover letter and CV to [info@highseasalliance.org](mailto:info@highseasalliance.org).