

## Chief Programmes Officer Job Description

### Rationale

The Circular Bioeconomy Alliance (CBA) is growing and is looking for an experienced and dedicated Chief Programmes Officer (CPO) who can help lead the team with the CEO and CFOO, with an effective business strategy that optimizes the charity's development and impact.

The ideal candidate will demonstrate strong leadership and operational skills to develop the CBA programmes, and help make robust, corporate decisions that elevate the charity's impact as well as its financial and operational performance.

As the senior leader of the CBA, the CPO will foster a positive, inspiring, and collaborative work environment that empowers the CBA to actively work toward charity-wide goals.

The CPO will steer the development of the CBA's programmes and is responsible for programme development, implementation, and evaluation, ensuring that the CBA's portfolio of projects aligns with its overarching goals and mission.

### Objectives & Responsibilities

- Leading the integration and development of CBA programmes and its operations to ensure sound organisational processes and high-quality projects fulfilling the charity [principles](#).
- Developing and managing the programmes budget, ensuring efficient resource allocation.
- Ensuring compliance with applicable legal, regulatory, and ethical standards, and overseeing the development of the CBA Monitoring, Verification and Reporting System.
- Supporting the CEO in fundraising activities, partnerships building and CBA Network development.
- Responsibility for stakeholder relationships (such as the affiliate network, funders, community partners, and government agencies).
- Leading the development of the annual CBA Business plan, including interactions with other CBA staff to identify, develop and execute business models, and practices.

## **Required Profile**

- More than 10 years of experience in a similar senior position in a public body, international NGO, scientific organisation or a company within the Nature sector.
- Strong knowledge and experience of programme and business development and financial management.
- Experience in coordinating and developing projects on the ground in the global south within the nexus of Nature, Climate and sustainable development.
- Experience working in a non-profit environment and in developing initiatives involving both, public and private organisations.

## **Skills and Qualifications**

- Ability to work and inspire colleagues in an intercultural and international environment, especially in the global south.
- Master degree in natural sciences, agriculture or forestry is an asset.
- Collaboration skills for establishing positive working relationships.
- Proven experience on writing reports, articles, and understanding scientific literature and methods.
- Excellent communication skills in English.
- Knowledge of other languages spoken in CBA priority areas (Africa, South-East Asia, Latin-America).