

Advertisement



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CSFT VACANCY - EXECUTIVE DIRECTOR

The Civil Society Forum of Tonga (CSFT) is the leading National Civil Society Organization (CSO) with active engagement with Government, Regional and intergovernmental organizations. CSFT is a member of the Pacific Island Non-Government Organization (PIANGO) representing all NGOs and CBOs in the Kingdom.

CSFT is looking for a dynamic leader as its next Executive Director to progress the vision and mission of CSFT. The ideal candidate would have demonstrated experience in high level policy advocacy and negotiations, commands the respect of regional and global leaders including government leaders and competent in mobilizing donor support and confidence. She or he would be a passionate advocate for social justice, human rights and self-determination and provide thought leadership on the theme of “Rethinking development, Reshaping the Tonga we Want”.

Formally established in 2000, CSFT is the umbrella body of national NGOs. At this pivotal point in its 24 years development, the successful candidate must be able to meet the needs of its members while strengthening CSFT regional and global leadership positioning and provide strategic leadership and management for its national Secretariat.

The Executive Director will be appointed by, and be accountable to the CSFT Board of Directors reporting to the Board at its regular meetings.

Key Responsibilities:

1. Lead the implementation of CSFT's Strategic Plan in accordance with organization's mission, core values and beliefs;
2. Ensure the effective and efficient management of the day of day operations of the CSFT Secretariat and supervision of staff;
3. Recruit and retain a cadre of local professional staff for the Secretariat;
4. Develop and maintain strong working relationships with CSFT key stakeholders, with a particular focus on institutions with same interest and accompaniment;
5. Fundraising and mobilizing of resources including engaging with bilateral and multilateral donor partners, international NGOs and intergovernmental regional organizations;

6. Continuously monitor and recommend to the Board necessary changes to adapt CSFT's plans and activities to respond to changing circumstances and NGOs and the wider civil society sector;
7. Represent and advocate on behalf of CSFT to Government and at relevant regional, international forums and meetings;
8. Prepare monthly and periodic reports for the CSFT Board and Funding Donors;

Qualification, experience and competencies

1. Post Graduate qualification in Management; or Development related degree with more than 5 years of relevant management experience including in a regional or national CSO;
2. Demonstrated successful leadership and management and policy advocacy at national, regional and global settings;
3. A visionary leader values and invests in staff development and next generation CO leaders;
4. Competent in organisational development, human resource and change management;
5. Is well versed with Tonga's cultural values and etiquette;
6. Understands and promote CSO values and approaches to development with a commitment and passion to serve the people of Tonga
7. Demonstrated creative and critical thinking skills
8. Strong communication and presentation skills

APPLICATION

Applicants are asked to submit the following:

1. A covering letter that addresses your knowledge, experience and ability to undertake the role
2. A Curriculum Vitae
3. Name and contact of 3 Character References

Applications must be received no later than **4pm on Friday 23rd May 2024** addressed to;

The CSFT Board Chair
Civil Society Forum of Tonga
P.O Box 644,
Vaiolamotu'a
Nukualofa
Tonga Islands

Electronic applications are accepted and to be sent to Board@csft.to

CSFT Office is located in the Vaiolamotu'a premises @ Kolofo'ou, beside the Waste Authority Limited Officer