



AGA KHAN FOUNDATION (Pakistan)

The Aga Khan Foundation (AKF), an agency of the Aga Khan Development Network (AKDN), is a private, non-denominational, international development agency established in 1967. It seeks sustainable solutions to long-term problems of poverty, hunger, illiteracy and ill-health with special emphasis on the needs of rural communities in mountainous and other resource poor regions, primarily in Asia, Africa and the Middle East. Its main areas of focus are education, health, rural development, environment and strengthening civil society.

The Civil Society Resource Centre (CSRC), a project of Aga Khan Foundation (Pakistan) is providing capacity building, research and information dissemination services to the Civil Society Organisations (CSOs) of Pakistan. Based in Karachi, the Centre has been in existence since 1990. Its mission is to enhance organisational systems that promote gender-sensitive and participatory approaches to sustainable social and economic development.

The Aga Khan Foundation (Pakistan) [AKF(P)] is seeking high calibre professionals for the position of Director CSRC. The position is based in Karachi:

DIRECTOR, CIVIL SOCIETY RESOURCE CENTRE

The incumbent will report to the Chief Executive Officer of AKF (P) and will provide leadership to the Centre. S/he will be responsible for the overall management and operations of the CSRC.

The potential candidate will have a proven record of exceptional professional achievements and capability to lead and manage a civil society support organisation ensuring highest standards of quality and professionalism. The Director will have to be aware of the needs and challenges of public and private sectors but in particular well versed with the major issues and challenges of CSOs. S/he should be able to lead and motivate others, communicate complex ideas clearly and rise to tough challenges. Substantial experience in capacity development, civil society strengthening and networking with the government as well as private for-profit sector is expected.

Main Duties and Responsibilities:

- Keep abreast with the new approaches and trends in civil society strengthening at national and international levels to identify interventions, which optimize strategic leverage of CSRC programmes in national development.
- Provide intellectual leadership and supervision to CSRC programmes.
- Liaise with the principal clients of CSRC's services, relevant government departments, and other civil society support organisations to develop effective programmes and expand the outreach of CSRC's services.
- Overall management of CSRC, including programme design, implementation and administration.
- Mobilize resources for CSRC in coordination with AKF(P).
- Ensure development and implementation of necessary systems, procedures and processes for the best possible quality in CSRC services.

Required Qualifications:

The incumbent should have a Masters degree in social sciences and/or business administration and at least 10 years of relevant experience. S/he should have an extensive exposure to the work of CSOs, development issues and civil society strengthening. S/he should have demonstrated capability in programme design and its implementation with a practical experience in applying academic knowledge to policy-making and management. Candidates with good written & spoken English, excellent interpersonal skills & knowledge of MS Office, flexibility to travel and ability to work in a diversified team environment are encouraged to apply.

AKF(P) offers a competitive remuneration package and conducive working environment. We are an equal opportunity employer - females are encouraged to apply.

Candidates fulfilling the above mentioned criteria can send their applications along with CV and a recent passport size photograph in an envelope specifying the position applied for at the following address:

Confidential
Human Resources Department
Aga Khan Foundation (Pakistan)
House # 1, Street # 61, F-6/3, Islamabad
Email: hr@akfp.org

The deadline for application is Monday, **May 31, 2010**. Only short-listed candidates will be contacted.