



Role Description  
CGIAR System Organization  
Executive Director

Approved by the System Management Board at its second meeting, 26-27 September 2016 (SMB/M2/DP3).



## Role Description

### Executive Director, CGIAR System Organization

#### Role of Executive Director

The Executive Director of the CGIAR System Organization will need to possess a combination of skills: S/he will need to be a collaborative, thoughtful leader who displays good judgment, diplomacy, and can develop consensus through trust and relationship-building. S/he will need to be a strong manager capable of building a team to provide effective and efficient support for the System Organization and the System Council while facilitating a culture of collaboration and partnership with the centers so that the System's goals and incentives are well aligned.

The Executive Director is expected to work in partnership with the Centers, the System Management Board, and the System Council to assure that the CGIAR System is able to meet its goals and to support the System Management Board's responsibility for facilitating and overseeing effective and efficient development and implementation of the CGIAR Strategy and Results Framework.

S/he is responsible for coordinating and facilitating the implementation of a strategy and work plan that is ambitious, effective and practical in driving the CGIAR System toward its three objectives: reduced poverty, improved food and nutrition security for health, and improved natural resource systems and ecosystem services. S/he will do this in cooperation with the Centers. This includes mobilizing partners for action and the necessary financial resources for success.

The Executive Director will be appointed by the System Management Board. Concurrently, the Executive Director will be responsible to:

- The System Management Board for the day-to-day management of the System Organization, for the fulfillment of the System Management Office functions, and for the specific duties and responsibilities assigned to him or her by the System Management Board in accordance with the Executive Director's terms of reference and decisions of the System Management Board; and
- The System Council for the specific duties and responsibilities assigned to him or her by the System Council in accordance with the Executive Director's terms of reference and decisions of the System Council.

The Executive Director's role is broad-ranging and will require distinct types of leadership skills, including:

- Collaborative leadership with the System Management Board, the System Council and the Centers in promoting mutual accountability for the CGIAR System's goals and success;
- Key contributor relationship management;
- Capability to build trust, mutual respect and credibility;
- Representation and advocacy with external stakeholders; and
- Executive leadership of the CGIAR System Management Office

### Summary of Major Responsibilities

More specifically, the Executive Director will work in close collaboration with the System Management Board, the System Council and the Centers in carrying out the following duties and responsibilities:

- Serve as one of the major public faces of the CGIAR System, reaching out to stakeholders from all regions to drive progress towards the objectives of the Strategy and Results Framework (SRF);
- Engage leaders from government, Centers, international institutions, advanced research institutes, private sector and civil society as partners to advocate for and promote the goals of the CGIAR System, provide financial support for the system research activities, and jointly implement the SRF for achieving the objectives of the CGIAR System
- Work with governments, Centers, international institutions, advanced research institutes, private sector, civil society and other partners to ensure that the CGIAR System activities and results support the SRF and the goals and targets of the post-2015 development agenda; and
- Manage the process of establishing and overseeing an effective and fully functioning CGIAR System Management Office to carry out its tasks, including:
  - i. Facilitate a collaborative research agenda towards performance based results and accountability;
  - ii. Facilitate a strong collaboration with and between the Centers;
  - iii. Facilitate development and approval of strategies and priorities;
  - iv. Lead the evolution to a performance management system;
  - v. Increase public awareness about the CGIAR System through appropriate events and communication activities;
  - vi. Coordinate the development of effective systems of oversight, common services, knowledge management and results measurement across the CGIAR System;
  - vii. Manage the system's relationships with other entities; and
  - viii. Prepare reports concerning the CGIAR System activities, expenses, budgets and other issues of relevance to the CGIAR System Organization.