

6-month Consultancy or Secondment Opportunity - CGIAR System Organization

Position:	Interim Director, Ethics and Business Conduct
Location:	<input checked="" type="checkbox"/> Remote <input checked="" type="checkbox"/> On Site: Montpellier
Duration:	This is an interim position, which requires the equivalent of a 40-hour working week for 6 months. The anticipated starting date is as soon as possible with preference for August 27, 2024.
Closing Date:	03/09/2024

Who We Are

About CGIAR

CGIAR is a global research partnership for a food-secure future. CGIAR science is dedicated to reducing poverty, enhancing food and nutrition security, and improving natural resources and ecosystem services. Its research is carried out by 13 CGIAR Research Centers/Alliances, with over 10,000 staff based in over 90 countries. CGIAR Research Centers/Alliances work in close collaboration with hundreds of partners, including national and regional research institutes, civil society organizations, academia, development organizations, and the private sector.

CGIAR has an ambitious agenda to deliver science and innovation and advance the transformation of food, land, and water systems to deliver diverse, healthy, safe, sufficient, and affordable diets, and ensure improved livelihoods and greater social equality

Please find more information about CGIAR at www.cgiar.org, about One CGIAR [here](#).

Opportunity

The Office of Ethics and Business Integrity plays an integral role in achieving CGIAR's mission by supporting the adherence to CGIAR core ethical values, ethics frameworks and entity codes of conduct and ethics and carrying out investigations in response to allegations. We are **seeking firms or corporate placements** for an experienced ethics and investigations expert to oversee and guide the organization's ethical standards and business conduct practices.

This 6-month position offers an exciting opportunity to be part of a dynamic and evolving global ethics team, reporting to the Executive Managing Director (EMD) and Oversight from the Audit Finance and Risk Committee (AFRC).

As the Interim Director, Ethics and Business Conduct, your key duties will include:

- Manage, including staff and budget, fully aligned with its mandate and responsibilities the Ethics and Business Conduct.
- Advise on sensitive cases and highlight any patterns or areas of concern identified to the relevant stakeholders.

- Oversee the team managing investigations involving allegations of non-compliance with policies and the code of conduct and suspected misconduct, including reviewing and signing off of investigation reports.
- Coordinate investigations with key stakeholders, including national governments and enforcement authorities.
- Provide expert guidance and strategic analysis to support CGIAR's transition towards an integrated Assurances Function.
- In consultation with stakeholders, start the process of developing a Charter for the function, outlining the mandate and procedures for its work within the framework of an integrated assurance function.
- Collaborate with CGIAR Centers to support them to manage cases related to Ethics or business conduct issues.
- Prepare CGIAR System Ethics Reports as required by the leadership and or governance bodies.
- Act as the custodian of CGIAR Codes of Conduct for staff, governance officials, researchers, and third parties/vendors, along with ethics-related policies.
- Oversee corporate ethics and conflict of interest training.
- Conduct ethical decision-making training for senior management on ethics issues and advice on how to manage conflicts of interest issues.

Deliverables

- Work with CGIAR Leadership, Center Directors General and relevant governance bodies and officials, including through the "ICI Forum" to develop the system-wide Ethics integration strategy.
- Provide leadership in the development and updating of relevant EBC policies for the System Organization and more broadly across CGIAR
- Ensure quality of reports of conducted investigations and findings.

Candidate profile

The ideal candidate will be a highly skilled and experienced Ethics and Investigations professional able to provide risk-based ethics expertise in dynamic and/or complex organizations. The ideal candidate will have:

- Advanced Degree (Masters' or equivalent) in law, public administration, social sciences, political sciences, or related fields and accreditation in administrative investigations, such as ACFE
- Extensive post-qualification progressive professional experience gained in a comparable environment in the field of administrative investigations and corporate or international ethics, including systems design in ethical standards, and accountability & compliance frameworks and programs.
- Demonstrated experience in collaborating with and advising executive management on issues of investigations and ethics and engaging across organizational levels to build capacity, raise awareness, and embed ethics into policies and practice.

- Demonstrated experience in partnering with organizational functions such as risk management and diversity and inclusion, and human resources to further strengthen a values-driven, respectful, and safe global work culture.
- Excellent interpersonal, communication and writing skills and the ability to learn quickly, teach ethics principles accessibly, influence senior leadership, work independently with minimal direction, manage, and prioritize multiple tasks and serve as a strategic leader.
- Proven ability to operate with a high level of confidentiality and establish and maintain a high degree of trust with Board members, senior management, and staff.
- Fluency in English (oral and written)

Terms and Conditions of Engagement

The successful candidate will be appointed on a 6-month consultancy or secondment contract, with the possibility of a limited extension if needed. This is a full-time position with a workload that is equivalent to 40 hours a week. The location of the role is remote, with regular expected travel to the CGIAR System Organization in Montpellier, France, and potential travel abroad.

Submitting Your Application

Please submit your CV and a cover note outlining your interest and suitability for the role, as well as your proposed consultancy fees or the relevant secondment costs for the period via email addressed to smo-bidding@cgiar.org with the position title in the subject line.

Candidates are required to provide at least three referees we can contact (name, organization and position, relationship to you, telephone number, and email). At least 2 of the provided referees must be a former or a current direct supervisor. Referees will only be contacted with the candidate's prior consent, and all reference checks are treated as strictly confidential.

All received applications will be acknowledged; however, only shortlisted applicants will be contacted.

We look forward to hearing from you.