



Human Resources Department

The Human Resources Department announces a vacancy for the position of Executive Director, Climate Change Adaptation and Resilience Research Centre in the Division of Institutional Advancement.

The University prefers to fill the position internally if possible. HR will take into consideration work experience, academic qualifications and other factors when assessing candidates to be shortlisted. Should a suitable candidate not be identified internally, the position will be advertised externally.

The candidate should meet the minimum requirements as outlined in the job description below. Please read the entire position announcement to determine if the vacancy aligns with your interests and/or qualifications and experience.

Interested candidates should submit the specified documents electronically to:
hrapply@ub.edu.bs.

POSITION ANNOUNCEMENT

JOB TITLE	EXECUTIVE DIRECTOR, CLIMATE CHANGE ADAPTATION AND RESILIENCE RESEARCH CENTRE
TYPE OF VACANCY	CONTRACT
REPORTS TO	VICE PRESIDENT, DIVISION OF INSTITUTIONAL ADVANCEMENT
DEPARTMENT	DIVISION OF INSTITUTIONAL ADVANCEMENT
<p>SUMMARY:</p> <p>The Climate Change Adaptation and Resilience Research (CCARR) Centre at UB was established in 2019 in the aftermath of Hurricane Dorian. The CCARR Centre was founded as a resource for small island developing states and coastal communities throughout the world to effectively address the human dimensions of climate change. The Centre focuses on the impacts climate change is having on societies in at-risk regions and how members of these communities can best prepare for and respond to the many challenges posed by this pressing issue. The Centre is a University-wide effort to provide high quality and evidence-based support for communities, governmental and non-governmental organizations and the private sector to prepare for the risks presented by climate change and address impacts holistically. Working with global partners, the CCARR Centre conducts research, policy engagement, education and outreach to support small island developing states and coastal communities in addressing the existential threats posed by climate change.</p> <p>The Executive Director of the CCARR Centre provides strategic direction for continued development of the Centre and is responsible for leading research, policy engagement, education and outreach in addition to managing a team of researchers. The successful candidate will be expected to build a strong externally funded research program and develop collaborations and synergistic activities with other institutions at UB and with regional and international partners.</p>	
<p>SPECIFIC DUTIES & RESPONSIBILITIES: The duties and responsibilities of the Executive Director, Climate Change Adaptation and Resilience Research Centre, include, but are not limited to the following:</p> <ul style="list-style-type: none"> ➤ Provide strategic direction to further develop CCARR Centre; ➤ Develop, engage in and lead high-quality research projects and consultancies that are aligned with the Centre's focus areas; ➤ Develop high-quality, productivity-driven research networks with national, regional and global partners; ➤ Identify and secure externally funded research and consultancy projects and serve as Primary Investigator; ➤ Develop relationships and liaise with key national, regional and international climate change related stakeholders; ➤ Lead, contribute to and ensure fulfillment of awarded research grants and consultancies; ➤ Effectively represent and promote CCARR Centre nationally, regionally and internationally; ➤ Provide leadership in research, including research training and supervision and leading research teams over multiple projects; ➤ Collaborate with internal UB partners to deepen institutional-wide interest and research on climate change. 	

POSITION ANNOUNCEMENT

KNOWLEDGE, SKILLS & ABILITIES:

- Experience in a demanding position with an excellent ability to solve problems, handle details and organize information;
- History of applying for and receiving funding from organizations;
- Successful track record of research proposal writing;
- Track record of publications stemming from original research;
- Work and research experience in The Bahamas or Caribbean region;
- Ability to learn new methods and willingness to experiment and take risks;
- Initiative, drive and the ability to define research strategies from scratch;
- Mentoring and coaching experience and the ability to lead research teams;
- Willingness to travel and support field teams where necessary;
- Ability to manage budgets and ensure cost-efficient and timely implementation; and
- Excellent interpersonal skills and ability to understand client needs.

In addition, the successful candidate will demonstrate:

- Experience in successfully leading and implementing change, preferably in an academic environment;
- Capacity to assist in helping The University meet its vision, mission and goals;
- Success at managing within an overall collegial framework, one which values diversity and debate;
- Team building and problem-solving skills;

QUALIFICATIONS:

- An earned PhD in Geography, Environmental Studies, Sociology, Economics or other social science field from an accredited institution;
- At least five (5) years of work experience at a leadership level that includes climate change related research, policy engagement, education and outreach.

Salary Grade	Contractual
Date Published	February 2023
Application End Date	Until Filled
Date to be Removed	Until Filled



POSITION ANNOUNCEMENT

Requested Information: Interested applicants should submit the following electronically to the Human Resources Department (*noting the position in the subject field of the email*), via the email address below:

- A letter of interest highlighting work experience and accomplishments relevant to the position;
- A curriculum vitae or resume;
- Completed Employment Application Form – Staff ([Application-for-Employment-Staff.pdf](http://ub.edu.bs/Application-for-Employment-Staff.pdf) (ub.edu.bs));
- Copies of all academic qualifications with transcripts (original transcripts will be required upon employment), certificates; and
- The names and contact information of three professional references.

Applications will NOT be considered without the complete package.

Email Address:	hrapply@ub.edu.bs
Subject:	Executive Director, Climate Change Adaptation and Resilience Research Centre, Human Resources
Attn:	Vice President, Human Resources

The above statements are intended to describe the general nature and level of work to be performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the Executive Director, Climate Change Adaptation and Resilience Research Centre.