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**The Iwokrama International Centre for Rain Forest Conservation and Development**, an international NGO dedicated to conservation and sustainable development of the rain forests, and based in Georgetown, Guyana, South America is inviting applications for the position of:

#### **Chief Executive**

**Location:** Georgetown, Guyana initially, with the likelihood of moving to Kurupukari, Guyana later.

**Salary and benefits package:** US\$50,000, with the possibility of more for an outstanding candidate.

**This exciting and challenging position will cover a range of responsibilities appropriate to the head of an organization, but of first priority are the following:**

- Direct the operations of the Centre and its various businesses in timber harvesting, tourism and training
- Manage a process of change so that the Centre can promote and efficiently deliver revenue-earning conservation and business services, and maintain its central activities of scientific research, climate change monitoring and community relations
- Implement and develop the Centre's five-year Business Plan in order to maximize revenue and to deliver the Board's long-term strategy
- Prepare plans for the implementation of the next phase of Iwokrama's active scientific research programme and the Centre's other operations
- Support the fundraising activities of the Board, including by grant research and bidding, and by special events planning and implementation
- Support the efforts of the Board to project a strong public profile, and improve awareness of the Iwokrama programme locally, regionally and internationally.

**To be considered for this opportunity, you will have the following qualifications, skills and experience:**

- A post-graduate degree and at least 5 years experience of natural resource management
- A proven record of change management, and business development
- A good knowledge of institutional administration, HR management, project management, financial management and fundraising
- Some experience of working with national, regional and international institutions
- Some experience of working in a multi-disciplinary, multi-cultural environment
- Excellent communication skills, both oral and written, in English
- A positive and confident personality

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If you would like to be considered for this position, then please send in your application, CV and names of two referees, to arrive no later than 30 September 2007, to the recipient below. This can be by mail, e-mail or fax, and should be marked 'In Confidence'. A copy of the full post description can be uplifted from the Front Desk at the Iwokrama International Centre (address below) or the website: [www.iwokrama.org](http://www.iwokrama.org)

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Only those applicants who are short-listed will be contacted.

