



LEAD OUR TEAM

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Executive Director  
of the  
Amphibian Survival Alliance



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### Amphibian Survival Alliance

The [Amphibian Survival Alliance](#) (hereafter “ASA”) is a global partnership striving to advance and support amphibian conservation. ASA works with key coordinating bodies in global amphibian conservation – the [IUCN SSC Amphibian Specialist Group](#) (hereafter “ASG”) and [Amphibian Ark](#) – to achieve a shared Vision: *Amphibians thriving in nature*.

Amphibian conservation organisations around the world require more support to share, learn and improve on their work through connecting with likeminded initiatives. While some of these organisations may collaborate with each other, they often do so in isolation from the wider conservation and/or development-oriented community, thereby missing opportunities to fully realise amphibian conservation impacts by making this work relevant to a wider audience. ASA seeks to optimise and expand conservation action for amphibians, helping to ensure the most effective, impactful and efficient conservation interventions are undertaken to mitigate and, wherever possible, reverse global amphibian declines.

ASA conserves amphibians and their habitats through a strong, engaged and collaborative global partnership of more than 70 organisations. With a small core [team](#), we aim to achieve this through the following:

- Promoting partnerships and streamlining sharing of information among and between partners.
- Enhancing capacity of ASA partners and supporting future leaders in amphibian conservation to develop and successfully implement conservation programmes.
- Increasing conservation actions for amphibians.
- Increasing financial support for amphibian conservation programmes by helping partners in their fundraising efforts and disseminating grants.
- Working toward the integration of amphibians and their needs into international/national policy and planning through engagement with governments, NGOs and communities.
- Regularly reviewing goals and objectives to evaluate impact and adapt accordingly.

## The Role

ASA is looking for an ambitious new Executive Director to grow and develop the partnership, refine and implement the new strategy, build funding support, increase global awareness of the partnership, and demonstrate impact. The Executive Director will lead a small and committed secretariat and report to a Global Council (view full details [here](#)). As head of a global initiative with many different partners and collaborators, the Executive Director needs to be diplomatic, sincere, proactive, engaging and empathetic, with the ability to understand and accommodate many different cultures, viewpoints and global challenges. We are looking for someone with passion and a strong spirit who can harmoniously lead the partnership forward.

## Specific Responsibilities

### Leadership and strategy

- Overseeing ASA's operations, team management and development, and strategic partnership relations.
- Refining, implementing and monitoring progress toward the new ASA strategic plan, with regular strategic reviews.
- Driving forward implementation of the new [Amphibian Conservation Action Plan](#) in line with ASA's strategy in coordination with ASG.
- Representing ASA within the [Key Biodiversity Areas Partnership](#), safeguarding the most important places for nature.
- Refining ASA's governance system to maximise support, funding and implementation of the strategic plan.
- Overseeing project development and execution by the ASA team.
- Developing and leading a regular process to track and share ASA's impact.
- Coordinating with vital global networks in amphibian conservation, including ASG and Amphibian Ark.
- Managing the ASA budget.

### Communications

- Overseeing the production and dissemination of all of ASA's communication channels, including FrogLog magazine and ASA's newsletter, social media and other media.
- Acting as a spokesperson for ASA, both to external communities and within the partnership.
- Raising the profile of ASA and of amphibian conservation more generally, both within the conservation community and across the wider world.

### Partnerships:

- Overseeing, optimising and developing the partnership model.

### Fundraising and in-kind support

- Expanding ASA's long-term donor base, thereby improving its financial health, long-term sustainability and its capacity to move amphibian conservation forward. This will include all donor care: leading grant-writing, liaising with potential and existing



donors, leading or coordinating all grant/donor reporting, developing novel fundraising initiatives, and establishing an overarching fundraising strategy and timeline.

- Nurturing existing donor relations.
- Maintaining and developing in-kind support opportunities and collaborations to benefit ASA team and partnership activities.
- Acting as the main face of ASA to profile its work and the importance of amphibian conservation.

## Skills, Experience and Personal Qualities

- Exceptional skills in organisation, leadership and team management, with at least three years of experience in a leadership, management or coordination role.
- Proven experience or longstanding interest in environmental conservation; a background in herpetology would be valuable but not essential.
- A strong background and proven track record in fundraising and donor management, including experience of both grant giving and receiving.
- Experience or confidence in building media relations and representing ASA and amphibian conservation in general across global media.
- Extensive networks in both conservation and fundraising. Other networks in compatible areas also valuable.
- A strong background in project writing, development and implementation.
- Strong written and spoken English is essential and additional language(s) would be very beneficial.
- Problem solver and solutions focused.
- Proactive, empathetic and experienced manager.
- Confident and engaging speaker and communicator.
- Experience in developing strategic plans and working with complex governance systems.
- Ability and willingness to travel and work out of usual office hours.

## Reporting, Location and Working Hours

The Executive Director reports to the Chair of ASA's Global Council and fiscal sponsors. This position can be based anywhere in the world but will require significant flexibility in working hours to account for work/meetings across different time zones.

The position is initially for 24 months, subject to renewal following good performance and successful fundraising efforts.

**Salary:** Competitive.

**Start Date:** As soon as possible.

## Application Information

**Closing date for applications:** 16<sup>th</sup> January 2023

**Interviews:** February 2023

**Contact details:** Applications should be sent via email to [careers@amphibians.org](mailto:careers@amphibians.org) and addressed to the ASA Recruitment Team.

**Information required:** Applications should include a letter outlining why the applicant has the skills and experience necessary for the role, as well as a full CV.

## **Our Workplace Values and Culture**

ASA is a globally-minded initiative that seeks positive and collaborative partnerships with conservation stakeholders around the world. We are committed to maintaining a friendly and encouraging working environment, both within our core team and across our many valued partners. We value inclusivity and diversity, and are committed to ensuring respect for different cultures and supporting under-represented groups in the global conservation community.