

# REGIONAL DIRECTOR

OCTOBER  
2020



**OXFORD HR**  
SEARCH FOR A BETTER WORLD



## ABOUT BROOKE

Brooke is an international charity that protects and improves the lives of horses, donkeys and mules that support the livelihoods of millions of people in the developing world. Brooke focuses on working in urban areas with young people who use donkeys to transport goods by cart and in semi-arid areas with women donkey owners who use their equines for domestic purposes, as well as with children who interact with donkeys on a daily basis at home or in their communities, to increase their knowledge, awareness and participation in donkey welfare. In addition, Brooke works with communities affected by low rainfall to increase their preparedness and resilience for donkey care during times of drought, and with national governments and intergovernmental organisations to put in place policies that lead to improved animal welfare.

Through training and supporting local vets, farriers, harness makers and animal traders to improve standards of care for equines, Brooke works with owners, communities and local governments to bring about lasting improvements to the lives of these animals and the people who rely on them.

Brooke East Africa (BEA), is an affiliate organisation, registered in Kenya, that delivers Brooke programmes in line with an agreed global strategy, plan and budget, across the East Africa region with funding and operational support from Brooke UK.





# THE ROLE

Position:	Regional Director
Reporting to:	Chairperson Brooke East Africa – Governance, Director of Programmes (Brooke UK) – Operational
Location:	Nairobi, Kenya
Salary:	In addition to a competitive salary, we offer a generous benefits package
Start date:	February 2021



# THE ROLE

Brooke East Africa seeks a dynamic, future-oriented Regional Director to design and deliver a strategic and cost-effective programme impacting on working equines in the East Africa region. The post-holder must interpret the potential of Brooke's global strategy locally and design and deliver a growing and innovative programme that contributes to the achievement of the organisation's goals in this strategic period and beyond.

Strategic and inspirational leadership, ability to build and maintain partnerships, manage and learn from knowledge, strong communication skills, and the ability to build coalitions and consensus are key strengths needed – along with the ability to innovate, mobilize resources, manage change, and build a strong organizational team.

In line with Brooke's global strategy, the excellent leadership and management by the Regional Director will result in:

- Increased scale through new work reaching more equines and the equine owning communities
- Increased funding through well-articulated proposals that can be funded
- Increased quality guided by the Effectiveness Framework and Theory of Change
- Accurate and timely data demonstrating accountability
- National and regional advocacy to improve the welfare of equines

The Regional Director will establish and sustain productive relationships with government officials, donors and strategic partners. As a senior leader the Regional Director will contribute to Brooke International's global strategy, share knowledge and support the generation of evidence to inform Brooke's global programming.

S/he will also be accountable for competent operational and risk management including the proper management, well-being and safety of Brooke East Africa staff and the proper stewardship of Brooke East Africa resources.

In carrying out these tasks, the Regional Director will model and ensure systematic practice of Brooke's core values, identify new ways of working and motivate the teams toward the organizational vision. S/he will encourage on-going staff development to motivate and strengthen team resilience in the face of change.

This is an exciting opportunity to join a vibrant organisation and to play a pivotal role in shaping Brooke's work to improve the health and welfare of equines that are critical for the livelihoods of their owners.





# MAIN RESPONSIBILITIES

Reporting to the board, the work of the Regional Director divides into four key areas of accountability:

## 1. Strategic Leadership of Brooke's Business in the East Africa Region.

Indicators of performance include:

- Programme based on excellent local analysis that guide management choices, including the identification and fostering of national and regional partners
- On-going investigation of the potential to expand and grow, both in depth and breadth
- Programme delivered in accordance with Brooke policies and standards
- Systems and structures achieve efficiencies
- Excellent budget and asset management

## 2. Excellent Programme/Project performance delivering change for working equines.

Indicators of performance include:

- Coverage and uptake impact indicators in line with plans
- Animal welfare assessments
- Programme delivery assessments
- Evidence of innovation and learning that is shaping the programme

## 3. An energetic, diverse, motivated and skilled team.

Indicators of performance include:

- Evidence and feedback from visits
- HR metrics and feedback
- Training and succession management

## 4. Accurate and effective representation of the programme to others inside and outside Brooke

Indicators of performance include:

- Engagement across the international senior leadership team to promote learning and shared understanding
- Knowledge by others of the Brooke's work in the region
- Be the principle representative for Brooke in the region.
- Point of contact with the African Union Inter-African Bureau for Animal Resources (AU-IBAR)





# REQUIRED SKILLS AND QUALIFICATIONS

The successful candidate should be able to demonstrate the following knowledge, skills and experience

## Knowledge and experience

- 6 – 8 years experience in senior management with significant knowledge of livelihoods, women's economic empowerment or similar work.
- Excellent knowledge of the East Africa region as it relates to sustainable development
- Knowledge of Sphere and other key humanitarian standards including sustainable livelihoods debates
- Knowledge of local/ regional accountability frameworks/ legal environment
- Knowledge of project design, Logframes and MEAL frameworks
- Knowledge of strategic frameworks and strategy development models
- Knowledge of standards associated with programming in animal welfare and equine welfare in particular would be an advantage
- Excellent knowledge of IT programmes (Microsoft Office Suite) and social networking platforms for use in your work preferred
- Understanding of Risk Assessment and Security Risk Mitigation preferred

## Skills

- Leadership of teams to establish strategic direction, resulting in budgeted plans and allocation of work with high performance
- Proven experience in recruiting, managing and developing an efficient and effective team with the ability to support and devolve responsibility
- Proven experience in establishing and managing agreements with donors as well as local governmental and non-governmental partners
- Ability to establish learning and reflection processes
- Skilful in managing ambiguity and change
- Excellent organisational and planning skills and the ability to work under pressure often to strict deadlines
- Excellent spoken and written English. Some knowledge of local working languages advantage



# HOW TO APPLY

All correspondence, at this stage, should be via Oxford HR. To apply for this post, click on the "Apply" button in the job advert page and complete our online application form. Please provide a CV and cover letter in two different documents, which should be prepared before applying as they will be considered in the application process.

The cover letter should be no more than two pages long and explain why you are interested in this post and how your skills and experience make you a good fit.

The documents should be saved in MS Word in the following format: Your First Name-Your LastName-Documents Name-Date (mmyy) e.g., Pat-Jones-CV-1120-Brooke or Pat-Jones-CoverLetter-1120-Brooke.

## Timeline

Closing date: 27th November 2020

Preliminary interviews: 10 – 14 December 2020

Final panel interviews: Week of January 11 2021

## Equality statement

Equality and diversity are at the core of Brooke's values. Staff are expected to work collectively and individually to promote a constructive and sensitive approach to others from a variety of backgrounds, where the work of others is valued and respected.

## Selection process

All candidates will be notified about the status of their applications. We advise candidates to add the role email to their safe senders list and regularly check their spam folder. Shortlisted candidates may be required to undertake an additional assessment prior to the final interview.

## Queries

If you have any queries on any aspect of the appointment process, need additional information, or would like to have an informal discussion, please email [brooke-ea-ceo@oxfordhr.co.uk](mailto:brooke-ea-ceo@oxfordhr.co.uk) in the first instance.





# ABOUT OXFORD HR



Oxford HR operates globally – mainly within the international development and charity sectors. We carry out retained executive search mandates at board and senior management levels. We also offer human resource and organisational development consultancy.

Oxford HR has many years of experience in search as well as an extensive network of international development, social sector, corporate, public sector, and academic contacts from across the world. We carry out comprehensive and often international searches designed to meet the specific needs of our clients.

Oxford HR's team members have significant personal experience of working in international development and the social sector as well as the corporate and governmental sectors. We are in a unique position to find and assess talented individuals from a variety of backgrounds.



## OXFORD

The Old Music Hall  
106-108 Cowley Road  
Oxford  
OX4 1JE

United Kingdom

+44 (0) 1865 403 298

## LONDON

Three Tuns House,  
109 Borough High Street,  
London  
SE1 1NL

United Kingdom

+44 (0)20 7939 7451

## AMSTERDAM

Korte Schimmelstraat 12  
1053 SZ  
Amsterdam

The Netherlands

+31 (0) 683 334 473

## NAIROBI

Watermark Business Park  
Cove Court, 1st Floor  
Ndege Road off Langata Road  
PO Box 17300-00606, Nairobi

Kenya

+254 (0) 797 233 217



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