

## **Job Title: Director, Projects**

### **INTRODUCTION**

The Caribbean Development Bank (CDB/the Bank) is seeking to recruit a dynamic, strategic, and mission-driven Director of Projects to lead the Projects Department. The successful candidate will be based at CDB's Headquarters in Barbados.

### **THE DEPARTMENT**

The Projects Department (PD) is accountable for the pipeline and portfolio of capital and TA projects. The PD is responsible for the identification, appraisal and supervision of all capital and TA projects and sector loans in the Bank's portfolio. In addition, the Department is responsible for monitoring and reporting on the status of the Bank's loan portfolio; for the preparation of sector analyses and policy papers; for delivery of capacity development training in Borrowing Member Countries (BMCs) in the areas of project development and management and for provision of assistance to micro- and small- enterprises.

The work of the Department is delivered through the following sectoral and functional areas: social sector, economic infrastructure, technical cooperation, environmental sustainability, and procurement policy.

### **THE ROLE**

The DPD is accountable for the management, pipeline development, appraisal and implementation of the Bank's lending and TA programmes in all the sectors in which the Bank operates through:

- (a) formulating and implementing country and regional strategies, policies and programmes.;
- (b) providing operational guidance and direction in the management of financial and human resources; and
- (c) integrating these elements into sound overall resource and operational programming for effective project delivery in BMCs.

The Director is a member of the Bank's senior management team, governance and operational committees, including enterprise risk, investment and credit, and as such, works closely with other members of the leadership team to achieve the Bank's overall mandate and objectives.

### **KEY RESPONSIBILITIES**

The DPD is responsible for directing and integrating the activities of the Divisions in PD by:

- Giving strategic direction and policy and procedural guidance in the achievement of PD targets and results, including contributions to Country Strategies.
- Proactively identifying and providing strategic leadership of bankable projects that address BMC's development needs.
- Driving the growth of the Bank's project pipeline by positioning CDB's financial instruments and technical assistance resources as effective solutions for BMC development financing needs.
- Leading efforts to strengthen BMC capacity for project preparation and implementation through tailored technical assistance, advisory services, and training.
- Providing strategic oversight of operational and fiduciary risks across the Department's portfolio by ensuring that robust risk identification, assessment, and mitigation measures are embedded in the Department's processes.
- Directing the planning of the Department's Annual Work Programme and Budget within the context of corporate priorities.

- Monitoring the Department's loan pipeline and portfolio, TA programmes and operational programmes to anticipate and identify opportunities and challenges to ensure timely and effective pipeline and portfolio management.
- Ensuring the operational efficiency and effectiveness of the Projects Department by streamlining internal processes, leveraging data and performance metrics to drive decision-making, and promoting a culture of continuous improvement.
- Foster an environment that stimulates and rewards performance, encourages innovation and continuous learning, and strengthens staff engagement.
- Contributing to the enhancement of the Bank's image and contribution within the Region and internationally by the development of effective and harmonious relations with the relevant public and private sector institutions in the Bank's Member Countries, national, regional and international institutions and other departments within the Bank itself.

## **QUALIFICATIONS AND COMPETENCIES**

This role requires an individual with a successful track record of effective interaction and collaboration with senior stakeholders in the public and private sectors. The ideal candidate should be strategic, results driven, resilient, diplomatic and confident working with executive priorities in a complex organisation. The successful candidate should have a strong international/regional stature.

The successful candidate should have:

- Bachelors Degree in one or more of the sectors or functional areas and a Master's Degree in business administration, operations management or other related Social or Natural Science fields.
- Sound understanding of development financing, and the development challenges, opportunities and cultural nuances of CDB's BMCs, and the Region as a whole.
- Deep understanding of the work of multilateral development finance institutions in addressing economic and social development issues, especially in the context of contributors and donor relations, strategies and approaches.
- A strong ability to drive results and hold others accountable - demonstrating strong bottom-line orientation, setting high standards and ambitious goals and objectives for self and others, and holding self and others accountable to deliver at their highest levels.
- A proven track record of managing and delivering complex lending and TA operations or equivalent activities.

### **Function-specific Competencies**

The DPD should have:

- Proven ability to lead and inspire multidisciplinary, multicultural teams toward shared goals. Able to create an enabling environment that fosters innovation, accountability, and high performance. An exceptionally high ability to communicate effectively, sending clear and convincing messages to a diverse audience which includes executive management, the Board of Directors and government officials.
- Exceptional skills in building trusted partnerships with government, private sector, donors, and development partners. Able to navigate diverse interests and mobilise support for complex operations through persuasive engagement and strategic positioning.
- Demonstrated success in driving institutional and operational change, embedding new practices, and leading teams through transformation.
- Highly developed problem solving, critical thinking and decision-making skills and the ability to initiate action.

## **BEHAVIOURAL COMPETENCIES**

The DPD should demonstrate a strong proficiency in the following organisational core competencies:

### **Acting as a Champion for Change**

The ability to identify problems and opportunities for change; implement solutions where appropriate, maintain effectiveness when experiencing major changes in work tasks or the work environment; and support people in their efforts to try new things.

**Acting Decisively**

Moves quickly to make decisions and commits to a straightforward course of action; comfortable making decisions based on partial information; willing to take risks to maintain momentum; shows a strong bias toward action.

**Championing Customer Needs**

Calls attention to issues that impact customer satisfaction; views situations from customers' perspective; encourages people to think about customers when making decisions and develops and sustains productive customer relationships.

**Developing Talent**

Invests time and resources into building the capabilities of team members; helps people define career goals and establish development plans to achieve them; gives people constructive, developmental feedback and advice.

**Driving for Results**

Bottom-line oriented and pushes self and others to achieve results. Keeps current on project status; makes sure people are aware of project status and what they need to do to keep things moving; redirects project resources and activities to overcome setbacks; elevates project concerns to senior levels of leadership when appropriate.

**Managing Performance**

Clearly defines and communicates roles and responsibilities; holds people accountable for accomplishing objectives; recognises and rewards people who achieve results and deliver on performance expectations; provides effective feedback.

**Managing Risk**

Effectively balances risks and opportunities; thinks through potentially positive and negative outcomes; seeks ways to mitigate risks.

**Setting a Strategic Vision**

Identifies and articulates the strategic goals and direction of the company, Division, or group; establishes connections between short-term and long-term objectives and directions. Communicates the vision throughout the organisation through distinctive strategies, goals and action plans that maximise competitive advantage. Inspires and motivates entire Division (s) or Department (s) to adopt the vision.

**TERMS OF APPOINTMENT**

This role is a full-time position with the successful candidate being contracted on a two-year basis in the first instance, with the possibility of renewal. The salary is competitive and commensurate with qualifications and experience. The benefits package includes a pension plan, life and medical insurances.

Before you proceed to apply, please consider the following requirements:

- You must be a national of one of CDB's member countries.
- You will be required to produce evidence of any educational and professional qualifications to support your application if you are selected for an interview.
- All appointments are subject to satisfactory background checks and references.

CDB fully respects the need for confidentiality of information supplied and assures you that we will not discuss your background and interest with anyone including references, without your prior consent.

The deadline for submission of applications is **June 23, 2025** at 11:59 pm AST.

**The Caribbean Development Bank is an equal opportunity employer and values diversity. We encourage all qualified candidates to apply regardless of their racial, ethnic, religious, cultural background, gender, sexual orientation, or disabilities. Women are strongly encouraged to apply.**

**The Bank provides reasonable accommodation to individuals with disabilities who participate in the job application or interview process. Please contact us to request such accommodation.**

