**VACANCY**

**TECHNICAL DIRECTOR**

**CARICOM PRIVATE SECTOR ORGANIZATION (CPSO)**

**DETAILS OF THE POST**

Applications are invited from interested and suitably qualified nationals of the Caribbean Community Member States to fill the abovementioned position in the CARICOM Private Sector Technical Secretariat with assigned duty station in Barbados.

**1. ORGANIZATIONAL CONTEXT**

The Caribbean Private Sector Organization (CPSO) was established to contribute to the acceleration and the implementation of the Caribbean Single Market Economy (CSME) and represent the interest of private sector organizations from the CARICOM Countries. The CPSO is to be a driving force that supports the CARICOM Heads of Government to fully implement the CSME within Five years and is expected to contribute to the reduction of the “implementation deficit” relating to the decisions and actions on the CSME.

**2. FUNCTIONS OF THE POST**

The Technical Director is responsible for providing leadership and strategic direction to the CPSO Technical Secretariat and ensuring implementation of its work plan.

The incumbent will be required to direct and promote the CPSO Five Year Strategic Plan. The role involves identifying funding for the research agenda, managing the administrative, technical, negotiations and advocacy portfolios. He/she must be able to work with other institutions and Bodies in the CARICOM Community and in the international development space

The Technical Director designs and implements collaborative programs and initiatives to actively support the work and positions of the Private Sector within the Councils, Organs and Bodies of CARICOM, as well as at the level of national governments, towards the full implementation of the CSME.

The Technical Director will provide vital input to short, medium, and longer-term strategic and operational planning to enhance the role of the CPSO as the “Apex” Organization for the Private Sector in the Community.

The Technical Director reports to the Chairman of the Council and will lead and provide operational guidance to a Team of Technical Experts in achieving the goals and strategic priorities of the CSPO towards the full implementation of the CSME.

**3. QUALIFICATIONS, EXPERIENCE AND TRAINING**

**Educational Requirements:**

1. A Master’s Degree or Equivalent in Economics, Economic Development, Management or Related Social Sciences, or similar field

The incumbent should have specialised training in and/or good working knowledge in:

* + The functioning of Regional and International Organizations
  + Economic integration and arrangements
  + International economic and trade relations
  + International negotiation strategy
  + The functioning of the Councils, Organs and Bodies of the CARICOM Community
  + Understanding of the Revised Treaty of Chaguaramas

**Experience Required:**

This position requires fifteen (15) years’ experience at the executive or senior management level in similar or related field preferably gained through work experience at one or more of the following entities:

* Private Sector Organization
* International or Regional Organization
* Ministry of Finance; Trade; Economic Development; or Planning
* Regional or National Central or Development Banks
* University

**4. RESPONSIBILITIES**

1. Provides leadership and strategic direction in the implementation of the CPSO Five-Year Strategic Plan and Work Programme.
2. Provides recommendations, solutions, and alternative strategies to the Executive Committee of the Council to address risks and challenges and to ensure the CPSO Strategic Plan is delivered on time within budget and without compromise to expected standards.
3. Leads and provides technical and operational guidance to Staff and Consultants through the identification, development, execution and monitoring of plans, programmes, projects and activities to promote the objectives and priorities of the CPSO.
4. Ensures CPSO participation at the Councils, Bodies, and Organs of the Community on Strategic Private Sector Priority Issues
5. Liaises and collaborates with the CARICOM Secretariat on strategic Private Sector issues to facilitate the full implementation of the CSME
6. Provides technical advice to the Executive Committee of the Council on the requisite interventions for resolution of issues with implications for the Private Sector.
7. Provides timely implementable responses, advice, and clarification to resolve issues of private sector organizations requesting interventions pertaining to the CSME.
8. Advises on mechanisms to resolve disputes among members of the CARICOM private sector as it relates to the CSME
9. Conducts advocacy interventions with relevant stakeholders at the national and regional levels to advance the agenda of the CPSO
10. Leads and Manages the Staff of the CPSO to ensure deliverables of the work programmes are met in the most efficient manner
11. Manages the Health and Safety of all Staff
12. Directs the organization's financial and budget activities to fund operations, maximize member contributions and increase efficiency
13. Ensures strong representative CPSO membership: strong financial resilience; robust engagement with CARICOM to create an effective and positive public image
14. Supports Member States to facilitate the implementation of their CSME commitments.
15. Prepares the Executive Committee and the Chairman of the CPSO for engagement at the level of Heads of Government
16. Follows up on the relevant decisions of the Heads of Government and other Councils, Bodies, and Organs of the Community to ensure implementation.
17. Ensures the membership is kept abreast of the status of the work programme

**In addition to the Responsibilities outlined above, the incumbent is expected to perform other related duties as assigned by the Chairman (Executive Committee to the Council).**

**5. APPLICATIONS**

Interested Candidates are required to transmit applications, inclusive of:

* Cover Letter
* Curriculum Vitae
* Copies of Degrees
* Any other relevant information

To the CPSO Interim Secretariat at:

**#1 Murray Street**

**Woodbrook, Port of Spain,**

**Trinidad and Tobago**

or electronically to email – [info@thecpso.org](mailto:info@thecpso.org) and [kbaltimore@econotechltd.com](mailto:kbaltimore@econotechltd.com)

**The Deadline for the Receipt of Applications is April 4th 2021.**