



MILLENNIUM WATER ALLIANCE

Executive Director Job Description

The Millennium Water Alliance (MWA) is seeking candidates for the position of Executive Director.

MWA is a consortium of leading development organizations helping to bring safe drinking water, sanitation, and hygiene education to the world's poorest people. It is a registered 501c3 organization as well as the secretariat for its constituent members. We work with governments, corporations, foundations, individuals, and other non-governmental organizations to advance best practices, share knowledge, build collaborations, and advocate for greater commitment to this global goal.

MWA has a new [ten-year strategy](#) focused on systems strengthening, project monitoring, and advocacy, among other activities, that are well aligned with global efforts to achieve the Sustainable Development Goals by 2030. MWA's 14 members include: CARE, Catholic Relief Services El Porvenir, Food for the Hungry, Global Waters, HELVETAS, IRC, Living Water International, Pure Water for the World, WaterAid America, Water4, Water For People, Water Mission, and World Vision.

The MWA Executive Director will be responsible for leading implementation of the ten-year strategy and providing strategic direction for MWA. S/he will also lead the organization's teams in Washington DC, Nairobi and Addis, expanding the organization's programs, pushing the organization to be innovative and engage in constant learning and quality improvements, and supporting expanded advocacy work domestically and in countries of operation.

The Executive Director will be expected to provide:

- Leadership, both to MWA (its staff and members) itself and in the broader water sector, involving organizational development, networking, organizational representation, and advocacy at the highest levels;
- Implementation of the 10-year MWA strategy as well engaging MWA staff and Board in future strategic development;
- Expand and strengthen the membership base in alignment with the ten-year strategy;
- Development of a clear resource development strategy for both private and public resources in alignment with the program strategy: specifically fundraising to build the capacity of MWA and cover core costs within two years of appointment.
- Lead, inspire, and build a cohesive, driven team, including staff based in East Africa, Latin America and the Washington DC headquarters;
- Ongoing development of improved standards for programming and efficient administrative and financial management of MWA.

The Executive Director will be an *ex officio* and non-voting member of the MWA Board and of the Board's Executive Committee, and will report to the Board, which approves organizational strategies, work plans, and programming.

Candidates should have:

- Demonstrated leadership in strategic planning, strategy implementation, and program execution
- Superior interpersonal skills, as well as exceptional writing skills, with the ability to interact effectively with donors, board members, staff, and a network of professional partners and stakeholders

- Extensive experience with managing people including hiring/firing, mentoring, providing annual reviews, developing strong cohesive teams and managing people long distances and in other countries/cultures
- Experience managing a virtual team with a diverse portfolio of programs across multiple countries
- Preferred experience managing an organization with annual revenue of between \$10-30 million
- International experience in managing or implementing programs outside the US preferably with experience in East Africa and Latin America
- Experience developing and maintaining beneficial relationships with multiple stakeholders such as other nonprofits, advocacy organizations, community leaders, businesses, and elected and appointed officials.
- Be able to increase visibility of the MWA.
- Demonstrated fundraising capacity and partnership development with governments, foundations and private philanthropy
- The ability to balance the roles of secretariat to an NGO coalition and executive director of a small NGO
- Organization leadership skills including financial and budgeting experience, strong ethics, developing and managing people and teams, and track record of implementing goals and objectives
- WASH knowledge – experience and/or technical knowledge about WASH programs
- Understanding and experience working with USAID and other institutional partners
- Commitment to MWA principles including localization, community management and ownership of water and sanitation systems, gender equity and diversity, and absolute integrity
- Graduate degree – MBA, MPA or similar degree preferred
- Fluency in English is essential and Spanish is preferred
- Candidates should have the legal right to work in the US

Based: Washington, DC

Travel: Four-six overseas trips per year is possible along with several domestic trips to attend board meetings, conferences, donor meetings, and more. Candidates should be flexible to spend 2-3 months per year traveling on behalf of MWA.

How to Apply: Applicants should forward a cover letter, resume in reverse chronological format, and contact list of at least three professional references (name, contact information, and statement of relationship to the reference) to MWA.jobs@mwawater.org. Do not call in reference to this position. Only shortlisted candidates will be contacted.

Millennium Water Alliance
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The Millennium Water Alliance is the 501(c)(3) consortium of leading charities helping communities to develop safely-managed drinking water, sanitation, and hygiene education for the world's poorest people in Africa, Asia, and Latin America. MWA works with governments, corporations, foundations, individuals, and other NGOs to advance best practices, share knowledge, build collaborations, and advocate for greater commitment to this global goal. MWA's members include CARE, Catholic Relief Services, El Porvenir, Food for the Hungry, Global Water, HELVETAS Swiss Intercooperation, IRC – International Water and Sanitation Center, Living Water International, Pure Water for the World, Water4, WaterAid America, Water For People, Water Mission, and World Vision.