

Position vacancy

Global Digital Lead

Location: Either in one of our global offices (Kenya, Senegal, Madagascar, Belize, Indonesia, Timor-Leste, Bristol or London - UK), or home-based within countries where Blue Ventures has administrative capacity (Mozambique, Tanzania)

Closing date for applications: 22 September 2024

Start date: As soon as possible

Contract duration: Permanent

Remuneration: Competitive based on experience

Grade: B1

Organisation overview

Blue Ventures is an award-winning marine conservation organisation working to rebuild tropical fisheries with coastal communities. We're committed to protecting marine biodiversity in ways that benefit coastal people. We work in places where the ocean is vital to local cultures and economies and where there is a fundamental unmet need to support human development, thriving fishers and thriving oceans.

Position in organisation

The Global Digital Lead is a pivotal role within our global team, responsible for setting the overall strategic direction for our digital capabilities from an internal perspective. This role reports directly to the Chief Financial Officer and collaborates closely with the global finance and operations teams.

Summary job description

The Global Digital Lead will oversee the digital transformation of Blue Ventures, evaluating our current tech stack and developing a digital transformation roadmap to ensure the organisation uses the appropriate digital tools and software for collaboration and communication. This role will manage all software systems, including financial software, CRM, communication software, enterprise resource planning (ERP) software, file management, workflow, and collaboration software. Additionally, the Global Digital Lead will be responsible for ensuring that the

organisation is set up to succeed from a hardware perspective, managing the procurement and efficient use of hardware across various regions.

Responsibilities

Strategic Planning and Implementation

- Lead the overall strategic direction for digital capabilities and ensure implementation through a digital transformation roadmap.
- Evaluate current technology infrastructure and identify areas for improvement. In addition, lead in the adoption of emerging technologies that align with future organisational objectives.
- Ensure organisational workflows can leverage digital tools to maximise efficiency and ease for staff and help the organisation deliver impact.
- Ensure that digital tools and processes are user-friendly and meet the needs of diverse teams.
- Direct communication and foster collaboration with internal and external stakeholders at all levels to the successful implementation of digital projects.

Software and Hardware Management

- Lead the integration of all software systems, including financial software, CRM, ERP, and communication tools.
- Direct hardware management, including procurement and maintenance, ensuring that all staff have access to the necessary hardware to support them in their roles.
- Maintain hardware asset safety and ensure country offices have systems in place to manage and maintain hardware.

Digital Transformation and Change Management

- Champion and standardise consistent digital ways of working across the organisation.
- Drive digital transformation initiatives, ensuring high satisfaction with new tools and processes.
- Drive change across the organisation.

Artificial Intelligence

- Development of AI strategy to ensure the organisation is able to capitalise on emerging technologies to further its mission through enhanced ways of working and tool usage and/or data analytics.
- Development and monitoring of AI policy that ensures the organisation has oversight of AI use and that it uses AI in a responsible manner that ensures compliance with all international and local regulations and compliance requirements.

Cybersecurity, Data and Compliance

- Lead cybersecurity and global data compliance efforts
- Lead and manage the Senior Manager for Cybersecurity.

Team Leadership and Development

- Lead and manage the digital team including the Salesforce Administrator and potentially the Systems Accountant (and aforementioned Senior Manager for Cybersecurity).
- Foster a collaborative and innovative team environment.
- Support the professional development of the digital team.

IT support and troubleshooting

- Lead overall IT operations ensuring efficient troubleshooting, optimal web operations and ultimately enhance I service delivery.

Skills and experience

Languages

Excellent command of English, both oral and written.

Essential

- Strong strategic vision with the ability to diagnose current situations and set clear paths forward.
- Experience with hardware management and procurement in an international context.
- Excellent project management skills, with the ability to meet deadlines and manage multiple priorities.
- Strong influencing and communication skills, able to drive change across a diverse organisation.
- In-depth understanding of emerging technologies and how they can be leveraged for organisational benefit and familiarity with cloud computing solutions and SaaS platforms.
- Experience in managing cybersecurity and compliance requirements and skills in detecting, analysing, and responding to cybersecurity threats.
- Experience and understanding of data laws and regulations and compliance best practices.
- Experience in setting digital strategies and running digital transformation processes.
- Significant experience in leading teams encompassing website development, user experience, content design, and digital marketing.
- Knowledge and experience in using technology to achieve educational or organisational aims.

Desirable

- Experience in an international charity context.
- Knowledge of the developing world and working with different languages and cultures.
- Proven experience in managing software systems, including financial software, CRM, and ERP.
- Knowledge of Agile and waterfall project management methodologies.
- Qualified Teacher Status (QTS) or equivalent educational background.
- Experience in leading digital strategy in educational or non-profit settings.

Qualities

- Proven ability to work independently under minimal guidance, pressure, and tight deadlines.
- Excellent communication skills and team player mentality.
- High level of self-organisation and ability to work independently.
- Willingness to continuously update know-how and skills.
- Demonstrated ability to work in a multicultural context.
- Agility and stress/frustration management.

We encourage applications from all individuals regardless of age, gender, race, ethnicity, religion or sexual orientation, and evaluate all candidates based on merit. We welcome candidates from countries in which Blue Ventures operates. We offer a supportive environment for professional development, as well as a competitive salary.

Gender equality and equity are key priorities for Blue Ventures and its mission to secure more sustainable fisheries management and conservation for communities. It is the responsibility of all employees to ensure that equal opportunities are available and accessible for all and that no one is excluded or further discriminated against due to the multiple identities they may hold, including sex, gender, age, ethnic origin, disability, religion or belief, socio-economic status or geographical location.

Blue Ventures is committed to safeguarding and promoting the welfare of young and vulnerable people and expects all members of staff to share this commitment. We take a zero tolerance approach to anyone who contravenes our safeguarding and protection policies. All candidates will be asked questions on safeguarding and child protection.

Any conduct that prevents the promotion of equality and equity will be dealt with in accordance with BV's policies and procedures and we encourage all colleagues, partners, trustees and communities to report violations to our code of conduct via the email report@blueventures.org or +44 7950 182475.

This job description details the main duties and responsibilities for the position. However team members are required to show flexibility in their approach to work and be willing to undertake other tasks that are reasonably allocated to them but which are not part of their regular job description.

We are a mission-driven organisation, and senior staff in particular are expected to show willingness to adapt to unexpected changes that come with growth – this may include occasional work whenever or wherever requested by their line manager. Where any task becomes a regular part of someone's responsibilities, the job description will be updated in consultation with the team member.

Application process

Applicants should apply online via Blue Ventures' website by 22nd September 2024.

Only complete applications will be processed. Please note that applications will be reviewed on a rolling basis and first-round interviews may be conducted with short-listed candidates before the application deadline.

To know more about Blue Ventures (<https://blueventures.org>)

Why work with us:

Mission: We operate at the frontline of some of the world's most pressing environmental and social problems, innovating effective and scalable responses with tropical coastal communities. We are recognised as a transformative force in our sector.

Working style: We're a fast-moving social enterprise, quick to embrace and implement promising ideas without bureaucracy.

Autonomy: We expect and support our staff to take a lead in their own work, offering scope for creativity and strategic input.

Professional development: We challenge and support our staff to grow their skills, providing considerable exposure to different work experiences and training opportunities.

Adventure: We offer extensive opportunities for travel, working in diverse environmental and cultural contexts.

Family: We look out for one another as we work closely together in challenging situations, celebrating successes and spurring each other on when the going gets tough.

Values: Our organisational values are central to everything we do:



Communities first

Above all, we listen to community needs, responding in a sensitive and pragmatic way for long lasting benefits.



Passion & belief

Our mission is urgent and critical, we believe that our models work, and we are determined to get the job done.



Valued people & effective teams

We work in diverse and inclusive teams where all members have a voice and influence. We are effective because our work is integrated across teams and projects.



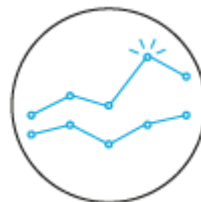
Innovation & courage

We are resourceful and creative. We are prepared to take risks and challenge broken paradigms.



Openness & humility

We are an open source social enterprise. We work in a transparent and collaborative way to pass on what we learn to others who share our vision and passion.



Grounded in evidence

We have high standards and are not afraid to be self-critical. If we see something that doesn't work, we change tack until we're on the right course.