



CANDIDATE INFORMATION PACK
Japan Country Director
Greenpeace



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Role Summary

Organisation:

Greenpeace

Job Title:

Japan Country Director

Reports to:

GPEA Executive Director

Direct Reports:

5-7 direct reports. Overall, approximately 35 team members, including 3 part time staff.

Job Type:

Permanent full-time

Location:

Tokyo

Expected Salary:

Competitive NPO compensation and benefits. Flexible hybrid workplace and generous regular paid sabbatical leave. The exact level of remuneration will depend on related experience and the background of the successful candidate. Salary will be paid locally in JPY and subject to local tax.

[The full position description can be found here.](#)

Background Information

Greenpeace is one of the world's most recognised environmental organisations, operating in more than 55 countries, with a mission to defend the natural world and promote peace. Independent and non-profit, Greenpeace uses peaceful direct action, lobbying, and creative communications to expose environmental problems and promote solutions that are essential for a green and peaceful future. Greenpeace has 3 million supporters worldwide.

Greenpeace East Asia (GPEA) spans operations across the region and is led by a Senior Management Team that provides executive leadership and strategic direction. The Japan office partners closely with this network, deeply embedded in Japanese society and engaged in campaigns that matter on both a national and global scale.

Benefits & Culture

- Lead a high-impact team within one of the world's most iconic environmental brands.
- Sit on the East Asia Senior Management Team and work closely with the global Greenpeace network.
- Opportunity to drive systemic change through campaigns, fundraising, and stakeholder influence.
- Competitive compensation and benefits with some domestic and international travel.
- Flexible hybrid workplace and generous regular paid sabbatical leave.



Find out more [about Greenpeace on their website.](#)

Key Responsibilities

Reporting to the GPEA Executive Director, the Country Director provides effective leadership, vision, and management of the Greenpeace office in Japan. As a member of the GPEA Senior Management Team, this role carries executive responsibility for the organisation's strategy and performance, with a focus on campaigns or fundraising, programs, people and culture, leadership, and external representation.

The Country Director shapes and executes the Japan strategy and plays an active role in the global Greenpeace network. Other key responsibilities include:

- Leading development and delivery of campaigns or fundraising programs, including major donor fundraising.
- Overseeing and cultivating Greenpeace Japan's organisational culture, building staff capability, and cross-departmental collaboration.
- Effectively representing Greenpeace Japan externally and building strategic alliances with external stakeholders.
- Overseeing risk management and ensuring compliance with legal, HR, health and safety, and international best practice requirements.
- Participation in the Senior Management Team and Board meetings by leading strategic regional projects and initiatives.



The Candidate

A proven senior leader in Japan with a global mindset and experience in a comparable organisation, you bring a track record of strategic leadership. You have strong expertise in either successful advocacy campaigns, which have influenced real world change, or you have proven fundraising expertise, which has included growing a supporter base and major donors.

With the ability to inspire, motivate and lead diverse teams, you have a deep understanding of Japanese politics, society and culture, and the communication and marketing acumen to build an organisation which is strongly supported by Japanese society. If you do not have environmental expertise and/or knowledge, you are supportive of the Greenpeace mission and peaceful direct-action approach. You also offer:

- Effective strategic planning, project management and evaluation skills, with the ability to analyse trends and adapt strategies accordingly.
- Strong staff development; culture and collaboration-building experience; operating within Greenpeace values.
- Evidenced understanding of the strategies needed to influence Japanese culture, politics, and society.
- Excellent or highly proficient written and verbal Japanese and good English language skills (essential).

[To apply please follow this link.](#)

Next Steps



Your Application:

- Please [read the complete position description](#) and [follow this link to apply online](#).
- As we have a rolling model of recruitment there is no closing date for this role, and we recommend you apply as soon as possible.
- With your application, please include your English CV and a cover letter that addresses the skills required section of the advertisement.
- Receipt of your application will be acknowledged and you will receive updates as you move through the process, including if you have been selected for interview.

What is the close date for applications?

As we have a rolling model of recruitment, we assess applications as they are submitted; this means that we do not recruit to closing dates and recommend you apply to the opportunity as soon as you can to ensure you don't miss out. [Please use this link to apply.](#)

Is my background suitable for the role?

Our clients brief us extensively on their roles; when writing the advertisements, we take great care in outlining the brief and gaining our client's approval before publishing. When considering your experience and suitability for a role, we encourage you to have a close look at the "Key Responsibilities" page; if you identify with what's outlined, please submit your application.

We recommend thoroughly reading the "Candidate" page of this document when writing your 1-2 page cover letter, as we have included the key essential competencies of a successful candidate there.

Once candidates are shortlisted, the client or role may require a more detailed response to the selection criteria within the job description; we find this saves you time on the application process.

Can you tell me more about what the client is looking for?

The best way to self-assess your suitability for the role is to [read through the full position description](#), the "Key Responsibilities" and the "Role" sections of this document.

We have in-depth discussions with any successful candidates and provide you with a full brief before any interviews you may have with our client.

Can you consider someone part-time?

This is a full-time position due to the scope and responsibility of the role. Part-time arrangements are not considered.

Can you tell me more about the client?

To get to know the client a bit better, we encourage you to [visit the Greenpeace website](#) and [explore their LinkedIn page](#).

When is the start date?

Recruitment has commenced for this role, which means our client is ready to select the right person; this should happen within the coming weeks as we move through the process. Clients prefer that the successful candidate starts as soon as they have worked out their notice period, however the start date is usually able to be negotiated.

Location/can you consider a remote worker?

No. This role is based in Tokyo Japan and after the probation period will be able to work from home 3 days per week.

For non Japanese residents/nationals who need a work visa, this can be considered for very strong candidates who meet the criteria and have related experience, including in Japan, and who meet the language requirements. A relocation allowance may be offered to strong candidates currently residing outside of Japan.

Salary guide

Competitive NPO compensation and benefits. Flexible hybrid workplace and generous regular paid sabbatical leave. The exact level of remuneration will depend on related experience and the background of the successful candidate. Salary will be paid locally in JPY and subject to local tax.

What are the key objectives for the board/future direction of the organisation / key challenges in the role / is it a newly created role / why is the position available etc.

We will answer these sorts of questions as part of the discussion we have with the identified candidates of interest; however, we use the advertisement's tone to indicate if the client has a growth agenda or is looking for someone to bed down current programs. If it is a newly created role, we will state this within the advertisement or position description. Any research you may have done through the suggested channels above will also give you insight into the intentions for a role within their organisation.