NGO RECRUITMENT

Tara



CANDIDATE INFORMATION PACK

Program Director, Bangladesh

Tara Climate Foundation

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Role Summary

Organisation:
Tara Climate Foundation

Job Title:
Program Director, Bangladesh

Job Type:
Full-time permanent

Reports to:
Deputy Regional Program Director

Direct Report:

- Senior Program Officer

Location:
Dhaka, Bangladesh. This is a remote role, but would require attending meetings in Dhaka.

Expected Salary:
The salary will depend on related experience, the background of the successful candidate and on local salary benchmarks. There may be some flexibility.

The full position description can be found here.

Background Information

Tara Climate Foundation is an Asia-based philanthropic organisation committed to building a more sustainable and prosperous future for the region. At the heart of our mission lies Asia's just energy transition – recognising that with half the world's population and the fastest-growing energy demand, the region's progress will shape the world's collective future.

Established in 2021 and headquartered in Singapore, Tara Climate Foundation works with close to 400 partners across 12 Asian geographies, including think tanks, research institutes, advisory groups, and associations.

Tara provides grants, convenes stakeholders, and facilitates knowledge-sharing to accelerate clean energy development, drive a just transition, and enable clean industrialisation.

Underpinning these efforts is a strong commitment to unlocking sustainable finance, supporting climate goals, and aligning business action with a people-centred energy transition.

Our team of over 60 experts is spread across the Asia-Pacific region, working to accelerate climate action in this decisive decade.



Read more on their website.
Access the Tara Climate Foundation latest report here.

Key Responsibilities

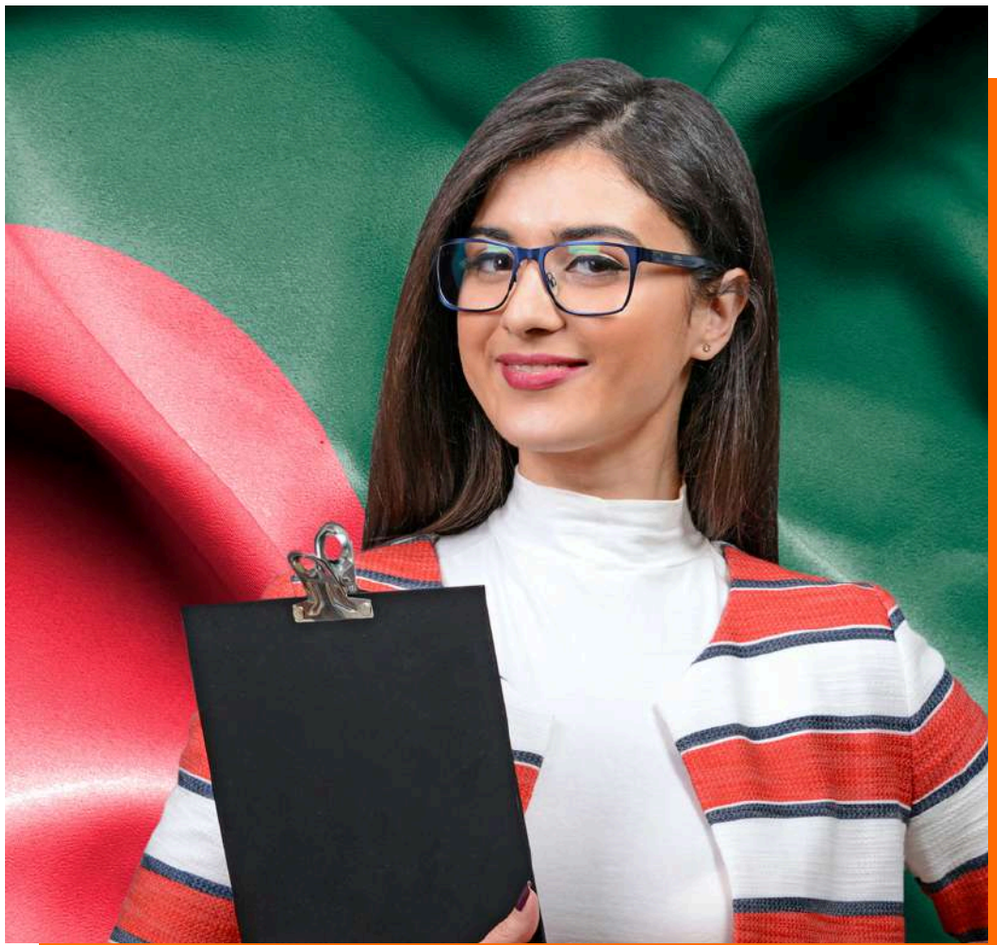


Reporting to the Deputy Regional Program Director, the Program Director, Bangladesh leads the development and implementation of the country strategy, in consultation with relevant Tara team members and partners.

Holding overall responsibility for the country program, the role develops resource requirements, budget plans and forecasts, and scans the country's political, energy and economic environment for emerging risks and opportunities, keeping the partner ecosystem and senior management updated. Other key responsibilities are to:

- Lead the country grants portfolio and budget; guide and advise current and prospective grantees.
- Proactively develop and expand a trust-based ecosystem of diverse national partners, including civil society, think tanks, foundations, government and business.
- Build strong, trusting stakeholder relationships; represent Tara nationally, and at regional and international forums.
- Organise and lead convenings of partners to strengthen strategy, learning and collective impact.
- Demonstrate Tara's values and lead and professionally develop a team of up to two people.

The Candidate



You are a strategic thought leader in the Bangladesh climate or energy sector, motivated to join a fast-growing international philanthropic organisation where your efforts will empower and strengthen the regional climate action ecosystem. You bring significant relevant experience gained in local or international foundations, donor agencies, NGOs, clean energy companies or financial institutions, including experience leading expert team members.

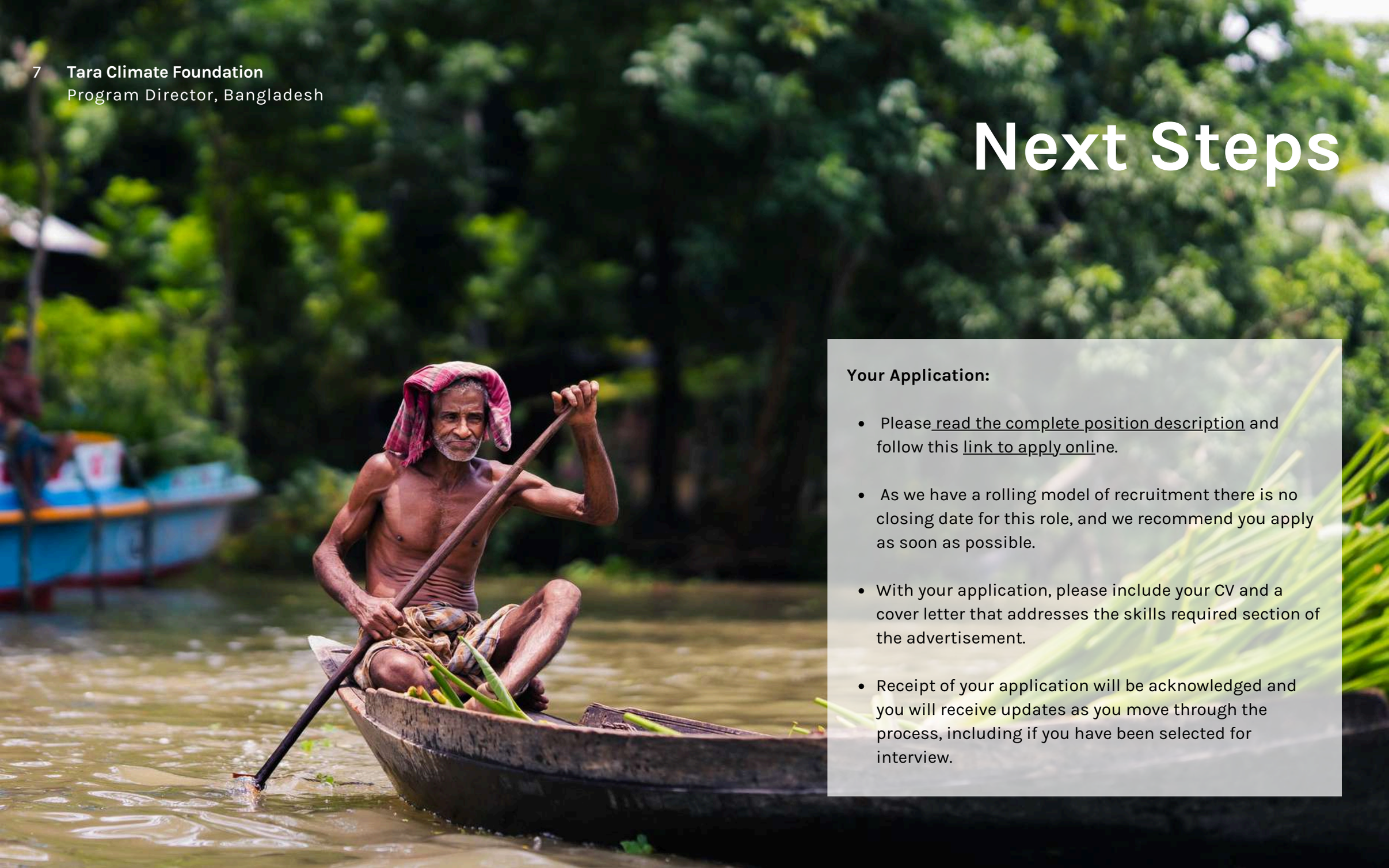
You have a strong understanding of the Bangladesh energy system and national climate policy, including the major sectors driving greenhouse gas emissions and the barriers and opportunities for accelerating the country's energy transition. You are a strategic thinker and changemaker, able to translate strategy into action and influence, with a clear understanding of the role civil society organisations play in effecting policy change, and strong interpersonal agility. Your experience includes successful collaborations with government agencies, corporates, NGOs and think tanks.

You also offer:

- An existing network of senior policy and decision-makers in industry, government, business and NGOs.
- Leadership experience; ability to manage a high-performing team aligned with organisational values and operating procedures.
- Experience in grant making and grant portfolio management or evaluation.
- Excellent written and oral English and advanced Bangla communication skills.
- Master's degree/relevant expertise in renewable energy, environmental management, business administration, economics, or sustainable development.

To apply please follow this link to the NGO Recruitment website.

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 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.

FAQs

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. If you can only work four days, let us know in your application in case the client will consider this.

Can you tell me more about the client?
To get to know the client a bit better, we encourage you to visit Tara Climate Foundation 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?
Candidates should be based in Dhaka, Bangladesh, or commutable distance to Dhaka. This is a remote role, but would require attending meetings in Dhaka.

Salary guide
The salary will depend on related experience, the background of the successful candidate and on local salary benchmarks. There may be some flexibility.

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.