



Title: Project Director, Water Tracker for National Climate Planning

Reports to: Executive Director

Term: limited full-time, up to four-year contract with option to extend

Organizational Background

The [Alliance for Global Water Adaptation](http://alliance4water.org) (AGWA) is an international members-based NGO working to develop, support, and mainstream climate resilience through the medium of water resources via both technical programs and policy processes. AGWA is made up of over 2500 members, largely professionals from the water and climate communities representing utilities, academia, development banks, NGOs, government agencies, financial institutions, and the private sector. A small secretariat runs the daily operations of AGWA, while many of its initiatives are crowd-sourced across the network. AGWA's headquarters are based in Oregon, USA, but activities occur globally.

AGWA's work culture is dynamic and fast moving and requires an independent, self-motivated and self-directed approach, with the flexibility to work across time zones, levels of formality, and culture. Every day is a trust fall at AGWA – we are a small but hard-working, innovative, and deeply collaborative team, and our organization punches well over its weight. We may have more in common with a high-tech startup in our work culture than a more traditional NGO or think tank. You will leverage and enhance your own network of resources and partners over the course of this project. We expect staff to communicate progress, problems, and solutions early and often in a deeply collaborative, practical, and (if possible) humble and even humorous way. We find that investigation, creativity, and learning are critical for successful outcomes for most of our projects. AGWA will stretch you! We hope you will stretch us in turn. Given our small size, the ability to troubleshoot is essential. So is the ability to ask for and receive help.

Job Summary

As the Director, you will lead the design, implementation and continued development of the *Water Tracker for National Climate Planning*, which we see as a flagship project to successfully mainstream water resilience within national climate planning processes. In this role, you will ensure the successful delivery of all project deliverables and achievement of outcomes identified in the project proposal, log frame, and subsequent work plans. The role will also require foresight and agility to adapt to changing project variables and conditions throughout the project period. Fundraising, communications, and engagement with other AGWA programs via the Water Tracker are also expected components of the position. You will be presenting the Water Tracker to high profile audiences in formal political, diplomatic, and funding settings.

The role requires direct country engagement as an essential element of scaling and implementing the secondary phase of the Water Tracker, in collaboration with a set of convening partners that includes NGOs, think tanks, UN agencies, and funding institutions such as development banks. You will work under the supervision of AGWA's Executive Director. Within AGWA, you will

be working closely with the Executive Director, Policy Director, and Chief Operating Officer, as well as other leading Water Tracker roles both within AGWA and in partnership with external project management. You will also lead a team of staff and consultants.

As the Water Tracker Director, you will be responsible for (a) guiding the overall strategic direction of the Water Tracker, (b) serving as the “face” of the Water Tracker globally (c) leading collaboration with partner initiatives, (d) managing a team of AGWA staff and external consultants who will be delivering the program and using the Water Tracker Tool to assess the current state of water adaptation within current national climate plans, (e) working with the Water Tracker Policy Director, consultants, partners, and country stakeholders to identify and implement appropriate interventions and approaches to climate change adaptation. Non-confrontational and negotiations sensitivity are essential given the array of legal frameworks, institutional contexts, and distinct social and cultural mores are necessary for developing and maintaining successful partner relationships. Careful editing, crowd-sourcing, and writing skills are absolutely critical to the successful delivery of the Water Tracker, which may also include negotiating among and between diverse partners and stakeholders in ways that match audience needs.

In this role, you will be expected to leverage considerable project management and coordination experience of large, multi-country initiatives to successfully work with our external project partners and donor organizations, as well as high-level government representatives and technical staff. You will be expected to represent the Water Tracker and AGWA at meetings and conferences associated with this project, including but not limited to annual COP events. International travel up to 20% is expected, with trips as frequently as once per month. Travel may include destinations where the safety and security situation may be volatile and unpredictable. Travel to these locations may be required to fulfill job responsibilities and support project implementation. The organization is committed to providing appropriate training, guidance, and support to ensure the safety and well-being of staff traveling to high-risk areas.

The position requires a strong background at the Master’s level or above in water management and/or policy issues, a history of successful project management and implementation, and a familiarity with climate policy (especially with emphasis on adaptation and resilience and on water issues).

You will leverage your considerable project management and coordination skills to successfully work with AGWA staff, consultants, and partner organizations, as well as high-level government representatives and technical staff to deliver targeted support to the countries participating in this pilot project. You will be responsible for external representation and engagement with policymakers, experts and partners, as well as for working with AGWA staff on the timely completion of all grant reporting, monitoring and evaluation. Comfort with effective public speaking and representing and negotiating on behalf of AGWA will be important on a regular basis. Communications, publicity, and outreach will be led by others, but input to communications strategy and implementation are necessary and critical to the Water Tracker’s success; support to communications delivery is also expected.

Please note, renewal of this position beyond the project end date is contingent on securing additional funding that will be negotiated in the first quarter of 2028.

Job Responsibilities

Programme Management

- Oversee the technical execution of a four-year, multi-institution grant agreement that includes the deployment of the Water Tracker for National Climate Planning for countries to use in assessing the current level of integration of water into national climate planning.
- Lead strategic direction and vision of the Water Tracker initiative, including coordination with Water Tracker partners, Just Transition for Water Security consortium members, and project donors.
- Coordinate seamlessly with the project leader, who will be responsible for the administrative delivery of the accountable grant.
- Manage / administer a small team staff who will be responsible for grants management, policy engagement, and communications.
- Manage / administer a small team of consultants who will be responsible for 1) conducting the country assessments and 2) working with state representatives to develop strategies for improving water-related climate adaptation at the national level 3) implementing those strategies at the national and/or local levels.
- Coordinate closely with external monitoring, evaluation, and learning consultant to ensure that project activities are delivering in line with relevant indicators.
- Prepare interim and final project technical reports; work with our grants manager, COO, and bookkeepers to prepare and finalize financial reports.

External Engagement

- Serve as the Water Tracker “ambassador” to external partners, donors, country representatives, and other relevant parties.
- Liaise with external project partners to coordinate country engagement and meeting preparation.
- Attend and participate in international meetings and conferences such as the World Water Forum, Regional Climate Weeks, Stockholm Water Weeks, and annual COP events. Any travel will be discussed and agreed to in advance.

Progress Tracking / Reporting

- Support preparation of quarterly donor progress reports for multiple donors. These reports will include all relevant project updates, as well as capturing project learning, including which components of the project are working well and where improvements or course corrections are being made to adjust as needed to ensure effective impact.
- Support inputs to financial tracking, reporting, and forecasting in response to multiple donor requirements and formats.

Meeting / Conference support

- Lead the organization and execution of project events and meetings at high level international events, including but not limited to World Water Forum, Stockholm World Water Week, Regional Climate Weeks, and annual COP events.

Qualifications

- Master's degree or equivalent in a relevant field related to water resources management, international development, and/or climate policy
- Minimum of 4 years of relevant, full time work experience related to water policy is required, ideally at the national or global level. Climate policy experience appreciated.
- Minimum of 4 years of project management experience including oversight of Partner grants, report writing, and budget forecasting and tracking; experience with complex, government-funded grants an advantage
- Minimum of 2 years of experience working in international development or other relevant international contexts, particularly with the public sector
- Ability to effectively communicate with high-level political representatives as well as technical experts
- Candidate must be self-motivated with an ability to handle multiple priorities and work under tight deadlines
- Ability to work effectively in a remote setting
- Strong writing and oral presentation skills in English are essential; fluency in other languages an advantage.

Location

This position can be carried out remotely but will require regular in-meetings and close coordination with some members of the AGWA Secretariat. Candidate must be based in the US Pacific Northwest (Oregon or Washington) or willing to relocate. Potential to support relocation for highly qualified candidates.

Benefits

The position will come with a competitive salary commensurate with experience along with a generous benefits package.

How to Apply

Please submit a cover letter with a resume to amauroner@alliance4water.org.