

CBM is an international Christian development organisation, committed to improving the quality of life of persons with disabilities in the poorest countries of the world. Based on its Christian values and over 100 years of professional expertise, CBM addresses poverty as a cause and a consequence of disability, and works in partnership to create a society for all. CBM's vision is: "an inclusive world in which all persons with disabilities enjoy their human rights and achieve their full potential".

CBM works with persons with disabilities, their families, local partner organisations, alliance partners including UN agencies, global organisations, and Disabled Persons' Organisations (DPOs).

CBM has been involved from the outset with "VISION 2020: The Right to Sight", a global initiative with the International Agency for the Prevention of Blindness (IAPB) to eliminate avoidable blindness by the year 2020, and other global initiatives such as the provision of affordable hearing aids, education for all and community mental health.

CBM is also recognised as a collaborating organisation by the World Health Organization (WHO) and has consultative status with the United Nations Economic and Social Council (ECOSOC).

Together with its partner organisations, CBM is active in 700 projects in 70 countries in Africa, Asia, and Latin America, and currently reaches more than 25 million people.

CBM's International Office in Bensheim is accepting applications for a

Deputy to VP Human Resources/ Director Staff Training and Development

Location: Bensheim

Contract Start: As soon as possible

Title: Director HR-Training and Development

General Objective: Reporting to the Vice President-Human Resources, the job holder supports the VP-HR in the Human Resource Strategy for the CBM Family, functions as HR Manager for the International Office in Bensheim, develops and runs a Staff Training & Development structure and respective tools for the entire CBM Family with a working party of international stakeholders.

Perspective: Taking over the responsibilities as Vice President Human Resources in due course.

Job Profile:

1 Deputy to the VP-Human Resources

- Work closely with the VP-Human Resources on HR-Strategy for the CBM Family (International Office, Regional Offices and Member Associations), especially in regard to "Training and Development"
- Represent the VP-HR in case of absence
- Help the VP-HR in implementing the HR Strategy
- Participate in the global virtual HR team

2 HR Manager for CBM e.V. International Office Bensheim

- Hiring of professional staff for the IO in Bensheim
- Communicate and coordinate with the Staff Representatives ("MAV") in all IO matters
- Develop policies and standards for the IO staff in close cooperation with HR CBM Germany
- Ensure the principles of inclusion for HR strategy development and its implementation
- Managing all HR related matters of the IO staff such as contracts, compensation, performance feedback, objective setting, departure interviews

3 Manager Training and Development

- Develop policies and tools and implement the practice of:
 - Staff development and skills training
 - Succession and career planning
 - Coaching and mentoring of staff
 - Annual monitoring of staff training measures
 - Setting standards for an annual staff training and development budget
- Undertake career development and succession planning of senior staff and potential future leaders across the CBM Family
- Promote and advise Senior Leadership Team on organizational development and programs of change
- Conduct Leadership and Management Trainings for the entire CBM Family
- Build a network of international external Management Trainers for CBM
- Conduct Training and advice on HR best practices

Relationships:

Internal:

- Personnel and Compensation Committee of the Board
- Senior Leadership Team
- National Directors (Member Associations)
- Regional Directors (Regional Offices)
- Tariff Partners
- Staff Representatives ("Mitarbeitervertretung")
- Head of HR CBM Germany
- HR staff in international CBM offices

External:

- Heads of HR of other NGOs in Germany
- Heads of HR of international NGOs (BCSC)
- HR departments of international For-Profit Organisations
- Management Trainers and Coaches
- Staff Training and Development Organisations

Professional and Personal Profile:**Skills:**

- Leadership skills
- Strategic thinking
- Excellent verbal and written communication skills
- Skills in Human Resources Development
- Cultural sensitivity
- Counselling and coaching skills

Personal Attributes:

- A Member of a Christian Church
- Lives CBM beliefs and values
- Motivated by the CBM Vision
- Excellent interpersonal skills
- Able to motivate and enthuse people
- Skills as trainer
- Able and willing to travel about 20 % of working days

Professional Experience:

- Minimum of 10 years in Human Resources Development in a multinational corporation of which 5 years should be in a senior position
- Overseas work experience for 2 years or more (developing country desirable)
- Experience in Training and Development

Education and knowledge:

- First degree relevant to job description
- Fluent in English and German
- Knowledge and experience of German Labour Law and Human Resources Management

The post holder commits to CBM's Child Protection Policy.

CBM encourages people with disabilities to apply for this position.

Candidates meeting these qualifications are invited to submit, via e-mail and in English (max 2MB), a cover letter, CV, copies of diplomas and three professional references, salary expectations and availability to recruitment@cbm.org

For more information about CBM, please visit www.cbm.org