



## **General Manager – Membership and Stakeholder Engagement**

**£65K - £70K per annum + benefits**

**London / International travel**

### **Background**

International Federation of Consulting Engineers (FIDIC) is the umbrella body representing the business interest of the global consulting engineering industry. Its membership consists of over 100 Membership Association (MA) countries, representing over 1.1 million professionally qualified engineering and consultancy professionals.

FIDIC was formed in 1913, is governed by elected Board of Directors, operationally led by a focused team based at HQ Office, Geneva Switzerland under the leadership of the Chief Executive Officer and senior management team.

FIDIC operates five geographical regions namely: Europe (EFCA), FIDIC Africa, Asia Pacific, Latin America (FEPAC) and North American (Mexico, USA & Canada) groups. Full details of the FIDIC governance structure and activities are available on website [www.fidic.org](http://www.fidic.org)

In the United Kingdom, FIDIC operates through its newly created, wholly owned subsidiary company, FIDIC Services (UK) Ltd.

### **The Role**

Do you have a passion for driving growth and experienced in leading transformation?

We are looking for an experienced and ambitious leader to join our team and help shape and develop our strategy for success.

As General Manager, you will be responsible for providing leadership and overall management support for our committees and task groups, as well as planning and managing our growth strategy through regional acquisition of new members and Affiliates. You will also work closely with our executive management team and Board to develop and implement our membership acquisition and retention strategy.

### **Key Responsibilities**

The key responsibilities of a General Manager include, but are not limited to:

- Lead and implement the strategic and operational activities of the membership and stakeholders' team.
- Evaluate needs of members, design and implement programs to meet those needs.
- Planning and delivery of membership acquisition and retention strategy working closely with the Chief Executive Officer and Chief Operating Officer.
- Plan, manage and implement FIDIC's regional growth strategy to expand our membership.
- Provide leadership and overall management support for the FIDIC working committees, task groups and their activities.



- Manage the membership and stakeholders' team input to other FIDIC business initiatives including the General Assembly Meetings (GAM) and Board activities.
- Manage the membership and stakeholders team input to deliver corporate events and committee related webinars and event activities including working with affiliates, sponsors, and other stakeholders.
- Champion and deliver Key Account Management for Member Associations and deliver the full cycle membership management.
- Responsibility for delivery of FIDIC commitments to Member Associations.
- Delivery of the FIDIC corporate plan working closely with the Chief Executive Officer and Chief Operating Officer to deliver value added services to members.

### **The Person**

The key skills and qualities of a General Manager are:

- Qualified to degree and/or master's level in management, business development or equivalent with an understanding of the international engineering and construction industry.
- Experience of membership communication and business development in a client service-orientated or membership organisation.
- Excellent membership services capabilities with over 7 years' experience in international membership development and management.
- Excellent people and interpersonal skills with ability to operate at board level.
- Must have good written and spoken linguistic capability in English. Any other international language: French, Spanish, Chinese or Portuguese would be an advantage.
- Membership and stakeholders' engagement experience and a flair for sales and marketing including developing corporate partnerships and new service offerings.
- Excellent IT skills including strong database capabilities, MS office packages and CRM system.
- Adaptable and flexible with a willingness to travel and work irregular hours when required.

If you are an experienced leader looking to make a real impact and be a part of something greater, then we want to hear from you!

Please send your CV and cover letter to FIDIC Office Manager, Ulrike Schiefer at [uschiefer@fidic.org](mailto:uschiefer@fidic.org) by the closing date of **Tuesday, 31 October 2023**.