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صندوق تطوير وإقراض البلديات  
Municipal Development & Lending Fund



## MUNICIPAL DEVELOPMENT AND LENDING FUND

### Director General

The Municipal Development and Lending Fund (MDLF) is a semi-governmental juridical entity established by law No. 25 for the year 2016 , to accelerate Palestine's drive toward high responsiveness, self-sustained, decentralized, prosperous and creditworthy local governments. MDLF has been working intensively to improve the delivery of local infrastructure, municipal services, efficiency and accountability and promote economic development.

**The position :** The Director General (DG) is to direct the overall activities of the MDLF, responsible to the Board of Directors for the efficient management of the institution and the attainment of its objectives. The DG is a full-time employee of the Fund and performs such functions as may be prescribed by the Board of Directors. The DG shall represent MDLF in its relations with donors, the government, local government units, and all other stakeholders. The DG shall run the overall management of MDLF and shall keep the Board of Directors fully informed.

More specifically, the task of the MDLF Director General will be mainly to:

- Assure keeping a professional, responsive organization that is trusted and respected by the Palestinian Authority, local governments, donors and other stakeholders.
- Strengthen productive relationships with line ministries, particularly the Ministry of Local Government, units of local government, donors, and the Association of Palestinian local Authorities.
- Define MDLF strategy, subject to Board of Director's direction.
- Ensure the proper management of the organization and the achievement of its objectives in line with MDLF bylaw and internal technical manuals.
- Nominate qualified department directors for Board of Director approval. Hire qualified staff.
- Prepare an annual budget for Board approval
- Responsible for the financial affairs of MDLF; establish and maintain excellent financial management, controls, and transparency.
- Work closely with MDLF department managers and staff.
- Implement all decisions and recommendations taken by MDLF board of directors, and report to them on a regular basis on all MDLF activities.



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## Qualifications

- The applicant must have a Palestinian Nationality.
- At least Bachelor Degree from a credited university in development, management, engineering, business administration, planning, finance, or other related social sciences.
- At least fifteen years' successful experience in one or more of the following fields: management, administration, planning, development, engineering, finance or any other related field.
- Proven successful experience in team building and management.
- Experience in managing an organization and professional staff of comparable size and complexity.
- Skills in fundraising, proposal writing, and program development and implementation.
- Ability to manage local and international projects, including managing staff, writing reports in Arabic and English languages, supervise regional coordinators and consultants, preparing plans, overseeing the preparing of newsletters, brochures, press releases and newsletters.
- Ability to oversee a monitoring and evaluation system and reviewing needs assessments and impact assessments for organizations, programs, projects or units within institutions.
- Proven experience in communicating fluently to donors in English language.
- Practical successful experience supervising management information systems in public institutions such as MDLF.
- Good knowledge on local economic development.
- Excellent moderation and consensus building skills including skills in managing workshops, electronic boards and visualization techniques.
- Innovative, decisive and inclusive leadership approach
- Familiarity with the operation of municipal Development organizations in other countries and international best practices.
- Excellent written and spoken Arabic and English. Other languages are a plus.
- Good Conduct, and reputation, and shall have no previous convictions for an offence against honor or a breach of trust.
- Shall submit to the Council a financial disclosure statement



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### Desired characteristics

- Knowledge of the Palestinian Authority System.
- Knowledge of the Local Governance sector including laws and bylaws.

**Term of appointment, compensation:** The Board of Directors will determine the term and the compensation of the Director General. In appointing the Director General and in establishing his conditions of service, the Board of Directors shall have due regard for the need to assure the highest standards of efficiency, competence and professional and ethical integrity as the paramount consideration.

**Location** The office is located in Al Bireh, West Bank, Palestine.

Interested candidates meeting above qualifications should send a cover letter and CV in English and Arabic language by email to: [mdlf@molg.pna.ps](mailto:mdlf@molg.pna.ps) . Closing date is June 14<sup>th</sup>, 2020 .