

NEELAN TIRUCHELVAM TRUST



Executive Director

(Vacancy Announcement: NTT/ED/11/Aug/2020)

The Neelan Tiruchelvam Trust (NTT), a Sri Lankan philanthropic institution promoting a just, equitable and peaceful society is presently seeking a qualified person with strong leadership skills to lead the institution.

Working together with the Board of Trustees, the selected candidate will provide leadership to the Trust while being responsible for all aspects of its management, as well as fundraising, networking, oversight of programme development, grant management, and finance and administration. The selected candidate shall strategically position the Trust to be responsive to the changing social, political and economic context in Sri Lanka.

Preferred qualifications and experience:

- Post-graduate degree in social science, humanities, law or any other related field of study;
- Minimum 10 years relevant experience with preferably 5 years at senior management level in a national/international development/grant-making organization;
- Strong leadership ability and proven management, interpersonal and team building skills;
- Demonstrated ability in conceptualizing programmes, proposal writing and fundraising through national and international donors;
- Knowledge of and sensitivity to current socio-political trends in Sri Lanka as well as a strong commitment to social justice, pluralism and equity is fundamental to this position;
- Excellent spoken and written English with a good command of Tamil and/or Sinhala is essential;
- Ability and willingness to travel and work with people of all communities;
- Excellent IT skills in Windows with MS Office including word processing, spreadsheet software, PowerPoint and proficiency in the use of e-mail and internet.

Please forward your application with the **reference number for the position** along with a cover letter stating how you fit the selection criteria, and contact details of two non-related referees by **25 August 2020** to:

Chairperson

Neelan Tiruchelvam Trust

22 Flower Terrace, Colombo 00700, Sri Lanka.

Electronic Applications: vacancies@neelan.org (please mention the reference number and position in the title of the email)

Website: www.neelan.org

Only shortlisted candidates will be contacted.

NTT is an equal opportunity employer
