

Expertise

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Address:
8 Par-la-Ville Road,
Mintflower Place, 2nd Floor,
Hamilton, HM08

Executive Director - Association of Bermuda International Companies (ABIC)

Our client, ABIC, is a membership organization dedicated to improving Bermuda's business environment for international companies and ensuring that Bermuda remains the premier international center in which to do business. Through partnerships with Regulatory, Government and Professional Organizations, ABIC promotes and preserves a sound business environment for international business and the Bermuda community, and ensures that Bermuda continues as the business domicile of choice. ABIC also administers a major educational award programme offering significant financial support to promising local students pursuing higher education abroad, primarily in fields related to international business.

ABIC is currently seeking applications for the critical role of Executive Director.

Key Duties & Responsibilities:

- Represent ABIC as required at government, community, and business events
- Develop regular and effective communication with key government and community leaders on issues of importance to ABIC members while identifying opportunities to strengthen community and government partnerships
- Undertake research as necessary to ensure a broad understanding of member issues and to develop appropriate responses
- Oversee the development of strategic objectives and regularly communicate progress to the ABIC Board, membership, and the public
- Develop a comprehensive plan to grow membership, enhance ABIC's brand recognition and annually execute that plan
- Facilitate the development of Board and Committee agendas and related action items
- Provide staff support as required to the ABIC Board and Committee, while developing an efficient organization with effective governance
- Direct key projects and programs to ensure successful completion
- Utilize volunteers effectively
- Undertake activities as periodically directed by the ABIC Board
- Manage monthly ABIC Board meetings and prepare materials for board members in advance of the meetings

Minimum Qualifications, Skills & Experience:

- 15-20 years of management experience within international business or a public policy/not-for-profit environment, including experience working at a senior/executive level
- Self-motivated and resourceful leader, with willingness to be hands-on when required
- Ability to build and maintain strong relationships with local government and international company executives
- Proven track record of effective stakeholder management
- Understanding of governance requirements plus experience managing Board agendas & discussions
- Strong understanding of the drivers and challenges of the Bermuda economy
- Proven experience with successful project management
- Strong verbal and written communication skills, with the ability to effectively present information and ideas to a variety of stakeholders
- Diplomacy, tact and the ability to negotiate effectively
- Prior experience with membership & charity-based fundraising is helpful

To discuss further or to apply, please contact Liz Ebbs-Brewer on liz@expertisegroup.com or send your résumé to bdajobs@expertisegroup.com. All applications are handled in a confidential manner and in accordance with Expertise's Privacy Policy, available on our website.

Closing date: April 18, 2022

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ABIC ASSOCIATION OF BERMUDA
INTERNATIONAL COMPANIES