



CONNECTING THE HUMAN FAMILY
STEP BY STEP

ABRAHAM PATH INITIATIVE

Executive Director

Middle East

THE ORGANIZATION

The Abraham Path Initiative (API) is an international not-for-profit, non-political, non-religious organization whose mission is to connect the human family step by step by facilitating the opening of a route of cross-cultural tourism and pilgrimage in the Middle East. With approximately 20 staff and consultants based in Ankara, Amman, Beirut, Bethlehem, Boulder, Cambridge, MA, Jerusalem, Sanliurfa and Sao Paulo, API implements projects in 5 Middle Eastern countries. Founded at Harvard University by William Ury, a leading specialist in conflict resolution, API's partners include the United Nations Alliance of Civilizations, the Harvard Negotiation Project, and various universities throughout the world. Please see the website: www.abrahampath.org for more background.

SUMMARY OF POSITION

The Executive Director will provide leadership for a multi-dimensional program designed to facilitate and inspire the opening of the Abraham Path in the Middle East. S/he will lead the organization's fundraising activities, ensuring the financial health of the initiative. S/he will oversee the management team and will have a special focus on establishing partnerships at the highest levels, including with ministers of tourism of the various countries involved. The role will be based in the Middle East in either Amman or Jerusalem with frequent travel throughout the region, to the United States & Europe. The Executive Director will work closely with the founder/board president Dr. William Ury and report to the board.

POSITION RESPONSIBILITIES

- ◀ **Direct and lead the development and fundraising efforts and critical partnerships of the organization.**
 - Work with Board of Directors to create and implement an effective, long-term development program for the organization and its mission.
 - Solicit and secure funding from individuals, foundations, businesses and governments.
 - Develop and maintain key relationships with donors, partner organizations -- academic and other NGOs, top government officials, key partners in business and experts in tourism.
 - Market API's mission and development goals internationally.

- ◀ **Provide leadership & manage operations and administration of the not-for-profit.**
 - Manage and provide leadership for a diverse team of staff and partners in multiple locations, modeling the kind of inter-cultural and multi-stakeholder cooperation that API aims to bring about more broadly
 - Provide oversight to ensure that API project teams work cohesively to meet organizational goals.
 - Oversee the management of donations and long- and short-term budgets in light of organizational mission, objectives and strategy.

- ◀ **Oversee the implementation, development and communication of strategies for the Abraham Path Initiative.**
 - Collaborate with Board chair and members to develop policies, objectives and strategies for API.
 - Develop and coordinate, with the current board members, a strong board of directors that will support the strategic goals of the organization.
 - Oversee and integrate the work of API's national and regional level coordinators to align with the overall strategy of API.
 - Effectively collaborate with all relevant stakeholders including media, business, government, civil society and international NGOs.
 - Represent API at relevant events, forums, public meetings, both nationally and internationally, as appropriate.

MINIMUM EXPERIENCE PREFERRED

- Substantial experience and proven ability in successful fundraising and development work.
- Significant experience in leadership roles for not-for-profit organizations.
- Experience working at the highest levels in the diplomatic, donor and institutional sectors.

- Experience developing synergistic and mutually beneficial partnerships with businesses, governmental entities and other not-for-profits.

TECHNICAL AND LEADERSHIP QUALIFICATIONS

- Spoken and written fluency in both Arabic and English.
- Strong background and knowledge of the Middle East and an understanding of the Arab social, religious and political framework and perspective.
- Successful as a negotiator and diplomat within delicate and challenging contexts.
- Strong understanding of diverse funding mechanisms both nationally as well as internationally.
- Knowledge or background in travel or tourism development a plus.
- Articulate communicator in all forms.
- Excellent organizational and management skills particularly with staff in multiple locations and working predominantly in a virtual environment.
- Adaptive leadership skills that work well with the non-hierarchical, team-driven and cooperative system that currently exists within the Abraham Path organization.
- Ability to cultivate and maintain constructive relationships, particularly in diverse (from high-level/high-profile to village elders and everywhere in between) and fluid environments.
- Ability to navigate complex external influences and political issues that impact the organization and its mission.
- A measured approach to goals and objectives and patience in execution.
- Demonstrated ability to exhibit creativity in organizational decisions and processes.
- A deep resonance and understanding of the mission of API, as well as an appreciation of the symbolic importance of pilgrimage and walking in uniting individuals from diverse backgrounds.

CONTACT

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