



<https://website.crosq.org/job/terms-of-reference-crosq-chief-executive-officer/>

Chief Executive Officer – CROSQ

Introduction

The CARICOM Regional Organisation for Standards and Quality (CROSQ) was established in 2002 by a Caribbean Community (CARICOM) treaty as an Intergovernmental Organisation. CROSQ's main objectives are the development and harmonisation of standards, metrology, mutual recognition of accreditation and certification systems and facilitation of the achievement of international competitiveness of regional goods and services produced and provided in the Community. Since the inception of CROSQ, the focus has shifted over the years from regional standards development and standards harmonization throughout the region to the development of the basic regional quality infrastructure architecture and equivalence.

General Functions

Lead and direct the strategic, technical, donor funding and administrative operations of the Secretariat of the CARICOM Regional Organisation for Standards and Quality (CROSQ) in the establishment of the [CARICOM] Regional Quality Infrastructure, including but not limited to the development and harmonization of regional standards, development of Member States metrology infrastructure, development of a regional testing regime, establishment of harmonized conformity assessment procedures, a regional accreditation facility and marketing of the regional quality infrastructure. Design, explore and source opportunities for technical assistance and donor agencies funding, for the provision of quality infrastructure solutions to facilitate CROSQ achieving its mandate.

Specific Functions

1. Ensuring the effective management and leadership of CROSQ, through the implementation of the CROSQ Strategic and Business Plans as approved by the CROSQ Council, and in accordance with the Inter-governmental Agreement establishing CROSQ and the Revised Treaty of Chaguaramas etc.
2. Leading the transformation of the culture of CROSQ to a customer focused, business oriented and performance-based organization.
3. Leading the ongoing evolution of the CROSQ organization that enables it to progress its mandate efficiently and within its financial parameters.
4. Overseeing the preparation of CARICOM standards and keeping them current.
5. Apprising Member States and their relevant organizations on pertinent standards-related issues.
6. Facilitating investigations and arbitrations in standards-related trade disputes.
7. Preparing project briefs/fiches/outlines for submission to donor agencies.
8. Expanding project briefs to full projects with the assistance of the Council of CROSQ.
9. Negotiating with relevant donor agencies to secure funding to support activities that would assist in establishing the regional quality infrastructure.
10. Planning, organizing, directing and controlling the activities of the staff, contractors and consultants engaged in the operational and project

Hiring organization

CROSQ

Employment Type

Full-time

Date posted

April 26, 2024

activities of CROSQ as they relate to the establishment of a regional quality infrastructure.

11. Coordinating activities of extra-regional organizations pertinent to CROSQ's strategic themes: Standards Development and harmonization, Metrology, Testing, Conformity Assessment and Accreditation as advised by Council.
12. Planning and implementing training programmes relevant to developing the regional quality infrastructure for quality professionals, national policy makers, regulators, business persons and relevant civil society organizations.
13. Working with the national standards bodies of member states to implement aggressive regional educational and marketing programmes promoting the value of standards and quality in business competitive performance and consumer choices.
14. Preparing and presenting reports as required by the Council of CROSQ to enable on-going review of the operations and performance of CROSQ and the Secretariat against plans and budgets.
15. Representing CROSQ at regional and international technical meetings, standards fora, and trade negotiations as directed by the Council of CROSQ.
16. Supervising and managing all income and expenditure of CROSQ.
17. Maintaining and ensuring the security of the assets of CROSQ.
18. Recruiting and training of staff necessary for the effective delivery of CROSQ's mandate and its future sustainability, including succession planning.
19. Implementing plans and programmes that would contribute to the effectiveness and efficiency of standards bodies in Member States.
20. Carrying out special assignments or relevant duties as directed by the Council of CROSQ.

Minimum Qualifications and Requirements

Education

(a) Bachelor's degree with post graduate qualifications in a relevant field such as Management, Project Management, Organization Development, International Trade, or Natural Sciences

Experience

(a) Minimum of 8 years in a senior management/leadership position. Preferably with national, regional or donor type institution/agency

Key Competencies

(a) Leadership competencies including, strategic thinking, communications, team development, results orientation, sense of urgency, interpersonal skills and the ability to navigate complex relationships

(b) Development supervision and implementation of co-operative projects with Governments, International Organizations and Public/Private sector organizations

(c) Negotiation and diplomacy

(d) Standards and Quality Infrastructure disciplines

- (e) Performance Management of employees and projects
- (f) Computer skills including MS Office Suite
- (g) Proficiency in English Language; a second language would be an asset

Reporting Relationship: CROSQ Council

Positions Supervised: Finance Manager, Technical Officers, Project Coordinators, Administrative Functionaries

Principal Organisation Relationships:

-Internal:

The CEO position has oversight of all positions in the organization and principally conducts his/her internal relationships through the direct report group

-External

CROSQ Council, The National Standard Bureau (NSB) community, Other CARICOM organizations, all relevant donor agencies, Barbados Government, other regional Government officers, relevant organizations in the public and private sectors in the region.

Duty Station: *Baobab Towers, Barbados*

Contacts

To apply, please email your Application letter and CV or Resume crosq.caricom@crosq.org for the attention of Shamone Carter, using the caption **Chief Executive Officer – CROSQ.**

Closing date for applications is **May 26, 2024.**