

<p style="text-align: center;">Job Description International Operations Director (IOD) AV</p>

Summary:

The IOD is responsible for AV's day-to-day operating activities.

The IOD AV is based in the International Office of AV, and reports directly to the International Director (ID) of AV.

KEY JOB RESPONSIBILITIES:

- Develop 3-year strategic plans for the Operations of AV, in compliance with AV's purpose statement and policies.
- Develop annual business plans
- Implement and communicate strategies and plans
- Manage the Managing Directors of the Media Organizations.
- Oversee the work of the International Office.
- Set and manage performance targets
- Set and monitor operational budgets (in cooperation with the Finance Director).
- Report to the International Director on plans and performance.
- Recruit, select and develop executive staff.
- Represent AV.

JOB QUALIFICATIONS AND SKILLS:

- Working knowledge of budgeting, business development, and strategic planning.
- Policy development and implementation.
- Communication, influencing and negotiating skills.
- Relationship management and interpersonal skills.
- Project management.
- Report writing skills.
- Problem solving and decision making.
- Change management.
- Presentation skills.
- Time management skills.
- Ability to turn ideas, dreams into reality.

- Self motivated.
- Strong in building relationships and able to communicate at all levels.
- Able to work on own initiative, and as a team player.
- Dynamic and flexible, able to work under pressure.
- Proven experience in leading people to achieve objectives.
- Pragmatic.

ORGANISATIONAL ACCOUNTABILITY:

- The IOD is accountable to the International Director of AV
- Appointment to the position is made by the International Director with the consent of the International Board of AV.
- Appointment is for a three year period with the right of renewal, subject to the agreement of all parties.
- Performance to be evaluated on an annual basis with the ID and the International Personnel Director of Arab Vision.