ABOUT US

Wikirate is an open data platform powered by a global community that collects, analyzes and shares data about company commitments, actions and impacts on people and the planet.

As company stakeholders we all have avenues to influence corporate behavior. It might be taking more informed consumption, investment, employment, or governance decisions. It might be writing a compelling academic paper, running an advocacy campaign, or submitting a proposal for legislative reform. No matter what our road to impact is, the data is our shared beginning.

Vision: A world in which everyone can understand and shape company impacts.

Mission: To empower better decision making and help tackle the world’s challenges with open data.

Though the platform covers a wide range of Environmental, Social and Governance issue areas, the Wikirate team is not specialized in these topics. Rather the organization is the data and tech expert that hosts the platform and supports the community in achieving their goals on the ESG agenda.

Partner projects include:
- Clean Clothes Campaign’s Fashion Checker campaign
- Walk Free’s Beyond Compliance policy advice
- OECD’s assessment of company reporting on mineral supply chain’s due diligence

Number of staff: 10-15

Head office: Berlin

The Wikirate team is international and operates in a hybrid format with a majority based in Berlin and a few remote positions.

The organization is in an exciting phase as it is laying the foundation for significant growth (tripling in size in the next 3-5 years). Having started out with a European Commission grant, it was then project-funded for several years before it recently secured its first core grant.

JOB DESCRIPTION

The Managing Director oversees operations, finances, programs, product, advocacy, and staff. They will drive strategic planning, fundraising, and key stakeholder relationships to achieve the organization’s mission and goals.
As the face of the organization, they will need to have an affinity with public speaking and be comfortable participating in high-level political forums. Meanwhile the size of the organization equally requires an operationally hands-on approach.

RESPONSIBILITIES

- Develop and execute strategies in order to achieve the organization’s goals
- Provide strategic advice to the board and Chairperson so that they will have accurate view of the ecosystem and the organization’s future
- Run cost-effective operations and market development activities
- Analyze problematic situations and occurrences and provide solutions to ensure organizational survival and growth
- Drive core fundraising and grant management activities
- Oversee the organization’s financial performance
- Establish policies and legal guidelines
- Execute public speaking and representational appearances
- Lead on the organization’s advocacy agenda
- Build long term, trusting relationships with stakeholders (including funders, partners and authorities)
- Delegate responsibilities and supervise staff providing guidance, support and motivation
- Cultivate a positive work environment
- Conduct performance reviews, and provide training and professional development opportunities
- Reward performance, prevent issues and resolve problems
- Further develop and enhance company culture

REQUIRED

- Proven experience as Managing Director or other managerial position
- Organizational development track record
- Proven fundraising experience
- Excellent organizational and leadership skills
- Excellent communication, interpersonal and presentation skills
- Outstanding analytical and problem-solving abilities, keeping calm under pressure
- Goal-oriented and proactive work attitude
- Background in either technology (digital rights, wikis, open data, open source) or civil society (corporate accountability, transparency, advocacy, self-organizing communities)
- Full professional English proficiency; additional languages considered a plus
- Highly preferable to be based in Berlin (Germany) but it is also possible to fill the position in a remote capacity. At a minimum you will need to have a permit for employment in either Germany/EU, the UK, or the USA. Regular travel to the Berlin office will be required, if based remotely.

DESIRED

- Demonstrable experience in public speaking
- Strong understanding of finance and measures of performance is a plus
BSc/BA in social sciences, public policy or other relevant field; MSc/MA will be preferred

OUR OFFER
We're offering more than just benefits.
- **Values:** We stand for transparency, open data, and collective action.
- **Purpose:** The ability to change the role companies play in tackling the world's social and environmental challenges.
- **Dynamic:** A team setting with a high degree of collaboration and autonomy.
- **Growth:** We foster learning and provide a monthly contribution to professional development courses, to further boost your career.
- **International:** Our team is from England, Germany, Greece, Mexico, the Netherlands, Scotland, Switzerland and the US.
- **Recreation:** We offer flexible working hours and 25 days vacation plus the days between Christmas and New Years.
- **Commitment:** A full-time (40 hours/week) 1-year contract with the possibility to be renewed into a permanent contract, based upon the availability of funds.
- **Compensation range:** €65,000-85,000/year depending on experience

HOW TO APPLY
Please send your:
- **CV** (max 2 pages), and
- **cover letter** (max 1 page) - including your motivations for applying for this position and your earliest possible starting date.

As one single file by email with "Application Managing Director" in the subject line to laureen@wikirate.org with jobs@wikirate.org in CC, by the end of day **27 August 2023**.

Applications will be reviewed on a rolling basis so timely submissions are encouraged. Shortlisted candidates will be invited for an interview.