

## ITER 국제기구 공모 직위 직무기술서 (제219차)

### ○ 1개 직위

구분	분야	소속	직위	Job No.	등급
①	사무총장실 (CAB)	Cabinet of the Director-General	Deputy Head of Cabinet-Chief Strategist	CAB-032	P6/D1

# IO1914 Deputy Head of Cabinet-Chief Strategist CAB-032

## General information

Job category	Standard
Status	Published
Department	CAB / Cabinet of the Director-General

## Job description

Main job	Not Applicable - Not Applicable
Title of the position	Deputy Head of Cabinet-Chief Strategist CAB-032
Job family	Specific jobs
Grade	P6/D1
Direct employment	Required
Purpose	<p>To support the Director-General (DG) and Deputy Director-Generals (DDGs) in all executive strategic matters for the sole purpose of the success of the ITER Project. Upon request from the DG to deal with the critical aspects of Project-wide issues, from ITER Organization (IO) to Domestic Agencies (DAs) (and their suppliers when deemed necessary), in managerial, technical, financial, political, engineering and any other areas essential to the success of the ITER Project. To act objectively and independently from any Members, DAs, Plant Breakdown Systems (PBS), Departments, or anything other than the ITER Project interests.</p> <p>To play a driving role in the development of strategic planning and follow-up of its execution, including leading, when requested by the DG, an ad-hoc Strategy Team, in close communication and collaboration with multiple functions within IO (especially with Cabinet of the DG (CAB), Central Integration Office (CIO), Project Control Office (PCO), Human Resource Department (HRD), Finance and Procurement Department (FPD), ITER Construction Organization, (CO) etc.), DAs, Members and ITER Council (IC)).</p>
Main duties / Responsibilities	<ul style="list-style-type: none"><li>-Supports the DG and DDGs (Chief Operating Officer and Relationship Coordination Office) in all executive strategic matters for the sole purpose of the success of the ITER Project;</li><li>-Participates on behalf of the DG in all necessary operational and technical meetings to understand associated strategic issues and deal with Project issues requests;</li><li>-Drives and provides strategic communication to ensure proper comprehension from the DG and DDGs' level to the operational level, and reversely, raises concerns and identifiable risks from the operational level to the attention of the DG and the DDGs;</li><li>-Shares the global project-wide view with DG / DDGs, yet deals with operational/tactical issues;</li><li>-Analyzes the root cause of issues or potential issues which have or could have negative impacts on the ITER Project, based on a proactive facts research at any level of the ITER Project from strategic point of view;</li><li>-Develops options to solve or prevent above mentioned issues or potential issues, based upon the magnitude of the impacts to the success of the ITER Project;</li><li>-Advises the DG on agenda prioritization for his executive decision making, in the best interest of the ITER Project;</li><li>-Follows up the implementation of the executive decisions made by the DG until the completion of the planned target, with strong hands-on execution approach;</li><li>-Acts as an interim manager under delegation of authority from the DG for a unit in crisis, to troubleshoot and resolve such crisis, if necessary;</li><li>-Drives the development of strategic planning and follows-up of its execution, also leading when requested by the DG ad-hoc Strategy Teams, which may consist from a few dedicated strategy officers and other IO task-force-based members;</li><li>-Deputizes for the Head of CAB in his/her absence;</li><li>-May be required to work outside ITER Organization reference working hours, including nights, weekends and public holidays;</li><li>-Performs other duties in support of the project schedule;</li><li>-Maintains a strong commitment to the implementation of the ITER Safety Program, values and ethics.</li></ul> <p>-Reports directly to DG for all strategic matters and to Head of CAB for administrative matters;</p> <p>-Maintains excellent interfaces with project-wide stakeholders within the IO, DAs, IC Members;</p>

Measures of effectiveness	<ul style="list-style-type: none"> <li>-Collaborates closely with the project-level activities of support units.</li> <li>-Provides effective executive strategic support to DG /DDGs for the success of the ITER Project;</li> <li>-Provides and updates transparent and visualized status of the strategic agenda of the ITER Project to DG / DDGs;</li> <li>-Analyzes systematically and logically the root cause of the issues or potential issues which may impact the success of the ITER Project, provides executive summary, and prioritizes those issues for DG / DDGs;</li> <li>-Plans strategic options to solve or avoid those issues or potential issues, and provides executive summary, for the DG's executive decision making;</li> <li>-Provides executive summary of prioritized list of strategic items which DG /DDGs are advised to work on with clear message and reasoning for the DG's decision;</li> <li>-Follows up executions of the strategic decisions made by DG until the completion of the strategic goal achieved;</li> <li>-Provides and updates transparent and visualized status of the implementation/ execution status of the strategic decisions made by the DG;</li> <li>-Shares the same vision and goal with DG /DDGs;</li> <li>-Coordinates upon request from the DG among internal Departments / Divisions and the internal and external stakeholders who have any impact on the success of the ITER Project;</li> <li>-Makes significant contributions to and drives the development of grand strategy of the success of the ITER Project;</li> <li>-Directs, if called by the DG, ad-hoc teams to solve the critical issues directly by hands-on execution approach as an interim manager.</li> </ul>
---------------------------	---

## Applicant criteria

Level of study	Master or higher degree
Diploma	Business Administration /other relevant discipline
Level of experience	20 years and more
Technical experience/knowledge	<ul style="list-style-type: none"> <li>-At least 20 years of practical experience in a strategic planning as well as hands-on execution, preferably with experience in operations and management in technology field;</li> <li>-At least 15 years of experience in the field of stakeholder management at an international level within a multicultural environment and complex governance structure;</li> <li>-Extensive experience in strategy / management consulting industry or related management advising;</li> <li>-Extensive experience in executive communication and relationships;</li> <li>-Extensive experience and understanding in a nuclear fusion project;</li> <li>-At least 10 years' experience in coordinating teams' activities;</li> <li>-Experience in working in multinational environment with diversified team members, ideally in non-native international locations would be an advantage.</li> <li>-Ability to work independently with highest standard of professionalism;</li> <li>-Ability to work proactively and effectively in a multi-cultural environment;</li> <li>-Ability to work in a team and to promote team spirit and to demonstrate strong and visionary leadership;</li> </ul>
General skills	<ul style="list-style-type: none"> <li>-Ability to dialogue and negotiate with influence and convince internal and external stakeholders, adjusting communication content and style to deliver messages;</li> <li>-Ability to build a solid trust-relationship with key stakeholders at all levels;</li> <li>-Ability to travel and work without geographical / time boundary conditions;</li> <li>-Ability to model high standards of team mindset, trust, excellence, loyalty and integrity.</li> </ul>
Languages	English (Fluent)
Others	<ul style="list-style-type: none"> <li>-Any language of Members are a plus;</li> <li>-Excellent Computer and IT skills including Microsoft Office applications.</li> </ul>