



Reg. No. 201213513R

The Europe-ASEAN Business Alliance (EABA) Executive Director

The Europe-ASEAN Business Alliance (EABA) is a member-driven alliance of leading European multinational companies with significant interests in the ASEAN region. The aim of the EABA is to serve as a platform for dialogue with national governments and regional organisations and as a forum for discussion.

The EABA is looking for an Executive Director to lead the organization, reporting to a Board made up of senior executives from member companies. Candidates should have extensive experience working in and/or with government and the private sector, significant exposure in Southeast Asia, and demonstrate an understanding of the running of a business association.

Responsibilities:

- Responsible for all daily operations and activities of the EABA, in accordance with the Constitution, goals and policies of the EABA and the objectives set by the Board.
- Organize regular business missions to Southeast Asian countries to engage with government officials, policy-makers, think tanks etc.
- Lead high-profile meetings with government officials and policy makers.
- Strengthen the EABA's image and profile with Southeast Asian governments and institutions.
- Monitor and assess relevant political, economic and regulatory trends in Southeast Asian countries, and report to members on a regular basis
- Develop and implement a membership expansion strategy
- Develop association business plans, manage budgets, etc.
- Manage finance and compliance with Singapore reporting requirements

Desired Skills and Experience

- Minimum 8 years of international experience, at least half in the ASEAN region in the private and/or public sectors
- Strong analytical and problem solving skills
- Understanding of international economic and trade issues
- Understanding of public policy challenges around Southeast Asia
- Proven experience engaging with government to remove trade barriers and/or enhance the regulatory environment
- Entrepreneurial drive and desire to develop an organization
- Demonstrated capability to manage complex projects, events and diverse teams
- Competence in handling financials
- Highly proficient communications skills in English, spoken and written
- Knowledge of additional European or ASEAN languages an asset

Additional Information

Location: Singapore

Schedule: Monday – Friday (full time)

Travel: Occasionally

Interested candidates should submit their applications to aaron@europe-asean.org