

Job Title: Managing Director (MD)

Organization: Overseas Pakistanis Foundation (OPF)

Ministry: Ministry of Overseas Pakistanis and Human Resource Development

Location: Islamabad, Pakistan

Reports To: Board of Governors, OPF

Job Overview

The Managing Director (MD) of the Overseas Pakistanis Foundation (OPF) is a strategic leadership role responsible for directing and managing the overall operations of OPF. The MD will play a pivotal role in formulating and implementing the corporate strategy and business plan, overseeing welfare initiatives, and ensuring the sustainable growth of OPF in line with the Board of Governor's vision for overseas Pakistanis. This position requires a visionary leader who can drive organizational change, foster stakeholder collaboration, and uphold the highest standards of integrity, governance, and corporate responsibility.

Key Responsibilities

- 1. Strategic Leadership and Corporate Governance**
 - Lead the development and implementation of the corporate strategy, business plan, and operational policies in alignment with international best practices and as approved by the OPF Board of Governors.
 - Guide the organization through restructuring and transformation efforts, supporting the Government's vision for OPF to achieve long-term, sustainable growth.
 - Promote a culture of integrity, transparency, and adherence to corporate governance standards across all levels of the organization.
- 2. Welfare Initiatives and Expansion**
 - Ensure the success and sustainability of existing welfare programs for overseas Pakistanis and support the Board in expanding OPF's footprint through new, impactful welfare schemes.
 - Collaborate with government entities, diaspora groups, private sector partners, and other stakeholders to create effective welfare initiatives and public-private partnerships.
- 3. Organizational Development and Operations**
 - Oversee the operational and financial management of OPF's assets, housing projects, educational institutions, and welfare services.
 - Ensure all resources are utilized effectively and efficiently, safeguarding them against mismanagement and ensuring compliance with statutory obligations.
- 4. Funding and Financial Sustainability**
 - Identify and tap funding sources, both local and international, to support welfare initiatives, ensuring the continuity and growth of OPF's programs.
 - Implement financial controls and reporting structures that enhance transparency and accountability.
- 5. Performance Management and Reporting**
 - Establish and monitor key performance indicators to evaluate OPF's effectiveness in achieving its objectives and delivering impact as per the business and annual operation plans.

- Provide periodic reports to the Board on OPF's performance, key activities, and strategic initiatives, ensuring that the information meets the Board's prescribed standards.
- 6. Legal and Regulatory Compliance**
 - Ensure adherence to the SOEs Act, 2023, PPRA regulations, and all other relevant legal frameworks governing OPF's operations.
 - Maintain policies and processes that ensure compliance with all regulatory requirements, legal guidelines, and best practices.
- 7. Stakeholder Management**
 - Serve as the primary liaison between OPF, the government, regulators, diaspora communities, and private sector partners, fostering strong, collaborative relationships.
 - Advocate for the interests of overseas Pakistanis and work to ensure that OPF's initiatives align with their needs and the broader goals of the Ministry.

Key Competencies

- Visionary leadership and change management.
- Strong ethical values and commitment to integrity
- Decision-making and problem-solving abilities
- Ability to foster collaborative partnerships with diverse stakeholders.
- Effective communication and organizational skills

Additional Requirements

- Familiarity with the needs and challenges of overseas Pakistanis and knowledge of welfare initiatives for diaspora communities.
- Willingness to travel as required to meet with government officials, international partners, and community leaders.