



OVERVIEW

Global Fund for Children partners to build a world where all youth are safe, strong, and valued. We pursue this mission by investing in innovative, locally led organizations, helping them deepen their impact and build their capacity for social change. To further advance and protect the rights of children and youth, GFC supports its partners to engage in grassroots advocacy initiatives to effect policy change from the local level. Since our founding nearly 25 years ago, GFC has invested nearly \$40 million in over 600 grassroots organization around the world. Our work advances the rights of children and youth across four focus areas: education; gender equity; youth empowerment; and freedom from violence and exploitation.

PROGRAM OFFICER

Global Fund for Children is seeking a Program Officer, Advocacy and Movement Building, to contribute to a two-year Adolescent Girls in Migration project designed to ensure that adolescent girls in migration in Mexico, Guatemala, and the U.S.-Mexico border regions have a platform to exercise their agency. GFC is supporting 11 local organizations to ensure that services for protection, education and integration reflect the specific experiences, needs, risks, opportunities and diversity of girls on the move. Global Fund for Children has employed its model to find, fund, and invest in developing the capacity of these grassroots organizations that work directly with youth and adolescent girls in migration, and it is now building upon these activities to strengthen a network among them that fosters collaboration and amplifies advocacy efforts on behalf of migrant girls. The Program Officer will work to strengthen the network as a platform for girl-led action on the issues that affect their lives before, during and after migration. They will lead GFC's direct efforts to support the network's advocacy strategy, including connecting with opportunities to elevate voices from the network with advocacy platforms in Washington, DC and through GFC's own communications platforms and audience. The Program Officer will perform project management responsibilities related to the overall initiative, and grants programming and administration responsibilities for the US and northern-Mexico partners, in collaboration with the America's program team.

In addition to their primary focus on the issues of migration from Central America and Mexico to the US, the Program Officer will also serve a contributor and thought partner to GFC's leadership, programs and communications teams around organizational advocacy strategies and the integration of advocacy and movement building into strategic grantmaking with partners worldwide.

The position is funded until June 30, 2020. It reports to the Regional Program Director, Americas, and collaborates most directly with the Program Officer for Mexico, as co-leads for the Adolescent Girls and Migration project.

ESSENTIAL RESPONSIBILITIES

Advocacy and Movement Building: (50%)

- Facilitate the cyclical design, implementation, and review of the Migrant Girl Protection Network's advocacy strategy in collaboration with colleagues and partners, and define and execute GFC's direct contributions to the strategy.
- Lead, in collaboration with colleagues on the Americas team, the design and delivery of other specific project activities related to advocacy and movement building and capacity development for grassroots partners, including convenings, leadership and organizational development, and advocacy grant-making.
- Develop strong relationships with US-based organizations and networks involved in elevating the issue of migration with a focus on the specific circumstances of girls
- Inform team of current research, trends and policies that affect migration and girls in this region.
- Develop materials and messaging for GFC's public education efforts related to the needs and voice of adolescent girls and migration, including writing blog posts, media releases, and others, and providing photos from travel and partner activities
- Design processes to capture outcomes, impact and learning for advocacy and movement building work

Project Management: (40%)

- Update and deliver on project workplan, in collaboration with colleagues on the America's team, to ensure quality project outcomes.
- Ensure the timely and high-quality completion of project deliverables and reports per project agreement, budget, and M&E plan.
- Lead grant management efforts, including processing of annual renewals and supplemental grants, tracking of deliverables and other documentation, for assigned portfolio of partners within the project.
- Ensure complete documentation of activities in GFC's grants management database.
- Provide information and analysis for Development and Communications as requested
- Participate in meetings and presentations to current and prospective donors, as required

Strategy and Learning: (10%)

- Lead specific internal learning and capacity building efforts within GFC about advocacy and movement building in order to inform strategic interventions in these areas.
- Contribute to the strategic thinking and program development across all portfolios related to funding and building capacity of organizations engaged in advocacy and movement building efforts, and around building a GFC advocacy strategy and framework, in order to expand and improve GFC's communications, programming and grantmaking in these areas.
- Be a key contributor within the Programs team and contribute actively to strategic thinking, knowledge management and cross-team collaboration.

ESSENTIAL REQUIREMENTS

- 3-5 years of professional experience working in the non-profit, advocacy or philanthropy space.

- At least 1 year of organizing, advocacy, and/or movement-building experience, ideally in Latin America or Latino communities in the US
- Familiarity with Latin America, key facets of women and girls' rights within the region, and regional migration issues.
- Knowledge of gender issues and ability to articulate the importance of a focus on girls.
- Strong interpersonal and inter-cultural skills and the ability to interact with individuals from different backgrounds
- Strong project management and organizational skills
- Strong writing, research and analytic skills
- Ability to travel domestically and internationally as required (~20%)
- Fluency in MS Office applications including Word, Excel and PowerPoint and ability to learn database programs, including GIFTS online
- Full professional proficiency in Spanish and English
- Sense of humor
- Love of continuous learning

Preferred

- University studies or more extensive professional experience in social or policy advocacy, movement building, civil society strengthening
- At least 1 year of project management or grants-making experience
- Experience with workshop planning and facilitation
- Experience with migration or related issues in Latin America or in Latino communities in the US
- Previous living, working or studying experience in the global south (ideally in Latin America)
- Knowledge of another widely-used language

The Global Fund for Children is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

COMPENSATION:

- Salary in the \$60,000 range depending on experience
- Position is funded through June 30, 2020 with possibility of extension

LOCATION: Washington, DC

HIRING PROCESS & TIMELINE:

Please visit our website at www.globalfundforchildren.org to learn more. To apply, please submit your cover letter, resume and salary requirements to careers@globalfundforchildren.org with "Program Officer, Advocacy and Movement Building" in your subject line. The position is available for immediate hire, with applications considered on a rolling basis. Candidates are encouraged to submit applications as early as possible. Only short-listed candidates will be contacted.