



Full Time Program Officer (UK)
(15-month contract position pending further funding)
Salary scale: £25,000 - £32,000

How does it all work?

Global Fund for Children works to build a world where all children and youth are safe, strong, and valued. To that end, we partner with innovative, locally led organizations, helping them deepen their impact and build their capacity for social change. By pairing flexible funding with targeted capacity development services, we help our partners grow stronger and more responsive to challenges on the ground. Since 1997, we have invested more than \$44 million in over 700 organizations. Our work advances the rights of children and youth across four focus areas: education, gender equity, youth empowerment, and freedom from violence and exploitation.

You will join a multinational team of caring and committed individuals who believe in investing in bold ideas to help grassroots organizations deepen their impact and advocate for children's rights. We value courage, excellence, learning, partnership, and inclusion, as well as kindness and passion. Our partners' visions for change inspire all we do. Feedback and learning inspire us to do better, and we strive to be youth centered.

What will you be doing?

The Program Officer will report to the Regional Director for Europe and Eurasia and will support Global Fund for Children's Boys and Young Men Initiative across England. This is a brand-new initiative designed to ensure that boys and young men in England lead safe, healthy, and positive lives. This initiative involves funding local grassroots organizations to strengthen a network of NGOs in England that are hitting the "reset" button on the idea of masculinity and through their collective work are testing different ideas for their effectiveness in educating and empowering healthy young British men. This position location is flexible within the UK.

The following activities will be performed in the role:

- Coordinate the Boys and Young Men Initiative in England

- Contribute to an overall strategy for the Boys and Young Men Initiative—including a work plan and measurable outcomes.
- Develop a learning and evaluation plan for the Boys and Young Men Initiative.
- Establish trust-based relationships with selected local grassroots partners in England that have a program and/or advocacy focus on assisting boys and young men.
- Oversee grants management in the Boys and Young Men portfolio, including assessments, report follow-up, and regular communication with partners.
- Conduct periodic site visits and follow-up on partners' performance and progress toward meeting boys and young men -centered outcomes and impact.
- Conduct capacity-building activities and identify additional resources as needed to help partners address needs specific to the initiative.
- Join GFC's global team and embrace GFC's organizational values – passion, learning, courage, and partnership.
- Network with peer organizations, government and nongovernmental organizations, advocacy groups, and other key stakeholders as needed.
- Represent GFC at meetings, conferences, and webinars to advance the initiative and raise awareness of the challenges for boys and young men in England.
- Foster network building for members of the initiative, including partners and peer organizations.
- Contribute to knowledge and understanding for GFC staff and other interested parties, in areas of expertise, including boys and young men, child rights and gender and other regional issues as requested through presentations, blog posts, and articles.
- Serve as part of the programs team based in Washington, DC and UK based team, assisting with any administrative and logistical tasks needed to support the work of the initiative.

Other duties assigned, as relevant.

Are you the right person?

- Bachelor's degree in a related field required
- Past professional experience of project management is essential
- Understanding and experience of working with charities and smaller, community groups is desired
- Specialised knowledge and understanding of a gendered approach in programming would be an asset
- Strong attention to detail, ability to manage complex tasks, highly organized, flexible, dependable and able to prioritize competing demands
- Experience with travel, event and meeting planning
- Proactive spirit, with lots of energy!
- Comfortable with working alone, as part of a global team

- Excellent communication and diplomacy skills
- Ability to listen carefully to feedback and comments and adapt plans/actions accordingly
- Ability to process information quickly
- Ability to work independently and meet daily deadlines
- Collaborative team player with high degree of personal initiative and accountability
- Good judgment, tact, patience, and sense of humor
- Past database management experience preferred, but not required
- Proficiency in all Microsoft Office applications required
- Ability to travel domestically

How to apply:

Please send a cover letter (including salary expectations) and curriculum vitae to careers@globalfundforchildren.org with “Program Officer Men & Boys Initiative” in the subject line. Applicants must be legally eligible to work in the United Kingdom.

Application deadline: 30 April 2020

First interviews taking place (virtual): Week beginning 4 May 2020

Second interview taking place (virtual): Week beginning 11 May 2020

Check us out at www.globalfundforchildren.org. This project is in partnership with National Lottery Community Fund. The location of the role is flexible within the UK.

GFC is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.