global fund for children



Senior Manager, People and Culture

Application Pack

Global Fund for Children (GFC) works to build a world where all children and youth are safe, strong, and valued.

Join us in our mission to power the potential of young people

About Global Fund for Children

Global Fund for Children (GFC) partners with community-based organizations around the world to help children and youth reach their full potential and advance their rights. We provide flexible funding, capacity development, and a network of global connections to strengthen locally led, community-rooted work that creates lasting change. Our mission is to transform the lives of children and youth worldwide by partnering with grassroots organizations advancing justice, equity, and opportunity.

GFC is a global organization with staff across multiple regions, working collectively to support partners in more than 34 countries around the world.

The Role

The Senior Manager, People and Culture is a new role, supporting a globally expanding team. The Senior Manager, People and Culture will lead two connected areas of GFC's People and Culture strategy: Attract and Belong, and Reward and Retain.

The role will oversee the employee experience from recruitment and onboarding through compensation, benefits, retention, and departure. It will design and manage fair, consistent people processes that reflect GFC's values of courage, excellence, learning, partnership, and inclusion. This includes applying a DEIA lens to how GFC attracts and supports staff, recognizes contributions, makes decisions, and builds a sense of belonging across a globally distributed workforce.

The Senior Manager will ensure that GFC's people systems are both equitable and practical, with attention to different legal and employment contexts across countries. The role will advise managers on people matters, help them address issues with care and consistency, and support an employee experience where people are treated with respect and can contribute fully.

This is a strategic and hands-on role. The Senior Manager will strengthen and manage core people systems, coordinate closely with colleagues across GFC, and oversee relationships with professional employer organizations and other external providers.

Key Responsibilities:

Attract and Belong

- Lead GFC's global recruitment approach, ensuring that hiring processes are equitable, inclusive, bias-aware, and consistent across teams and jurisdictions.
- Manage recruitment processes from role scoping and job description development through advertising, shortlisting, interviews, selection, offers, and pre-employment checks.
- Assist in offer negotiations; prepare employment offers and contracts, aligned with regulatory compliance and internal equity

- Advise hiring managers on recruitment strategy, selection criteria, interview design, candidate assessment, and equitable decision-making.
- Strengthen GFC's employee value proposition so candidates receive a clear and honest picture of the organization, its culture, and its expectations.
- Develop sourcing and outreach approaches that attract strong and diverse candidate pools across GFC's global footprint.
- Monitor recruitment data, including diversity of candidate pools, time to hire, offer acceptance, and candidate experience, and use the findings to improve GFC's practices.
- Lead a consistent and welcoming global onboarding process, working with managers and colleagues across functions to ensure new staff have the relationships, information, systems, and clarity they need to succeed.
- Establish clear responsibilities and checkpoints for managers during recruitment, onboarding, probation, and confirmation. Build manager capability in these areas through practical guidance, coaching, and tools that support a positive and consistent employee experience.
- Gather feedback from new employees and hiring managers and use it to strengthen recruitment and onboarding.
- Support practices that build belonging from the beginning of an employee's experience at GFC.

Reward and Retain

- Coordinate GFC's approach to compensation and benefits across its countries of operation, supporting fair and transparent decisions while accounting for local legal requirements and employment practices.
- Manage annual compensation review processes, including planning, guidance, documentation, internal equity analysis, and coordination with Finance and senior leadership.
- Support the development and implementation of GFC's reward philosophy, salary structures, job levels, benchmarking approach, and recognition practices.
- Maintain accurate information about salaries, benefits, employment arrangements, and contractual requirements across jurisdictions.
- Review market data and internal comparisons to identify pay gaps, compression, inconsistencies, and retention risks.
- Advise managers and leaders on promotions, salary adjustments, benefits, employment changes, and other reward decisions.
- Ensure that salary and employment decisions are properly documented, approved, communicated, and implemented.
- Coordinate global benefits reviews and renewals in partnership with Finance, brokers, PEOs, and other providers.
- Track retention, turnover, exit themes, critical roles, and other workforce trends, and recommend practical action in response.
- Work with senior leaders to identify capability gaps, talent risks, and future workforce needs, and support workforce planning, talent management, and succession planning for critical roles.

- Oversee consistent and respectful offboarding processes, including documentation, handovers, exit feedback, and coordination with relevant internal and external partners.

Global People Operations and PEO Management

- Serve as the primary relationship manager for GFC's professional employer organizations and relevant employment service providers.
- Monitor provider performance, service quality, costs, response times, contractual commitments, and resolution of employee issues.
- Coordinate employment contracts, contract changes, payroll instructions, benefits administration, leave arrangements, and employee departures across PEO-supported jurisdictions.
- Work with providers and internal colleagues to ensure employment practices comply with applicable local requirements.
- Maintain clear records of employment arrangements, statutory obligations, benefits, notice periods, and other jurisdiction-specific requirements.
- Identify operational or compliance risks and escalate them promptly, seeking specialist legal advice where required.
- Develop clear processes, guidance, templates, and service standards so staff and managers understand how people-related requests and decisions are handled.
- Maintain accurate, secure, and accessible people data in accordance with data protection requirements.
- Manage GFC's HR systems, including day-to-day administration, data quality, regular people reporting, and continuous improvement of systems and workflows in partnership with relevant colleagues and providers.
- Work closely with Finance to reconcile payroll and benefits information and ensure approved changes are implemented accurately and on time.

Partnership and Organizational Contribution

- Build trusted working relationships with staff, managers, senior leaders, Finance, Operations, and other teams.
- Provide sound, practical advice while applying policies and principles consistently.
- Contribute to the implementation and continued development of GFC's People and Culture strategy.
- Use workforce data and staff feedback to identify patterns, risks, and opportunities for improvement.
- Analyze workforce data and staff feedback to identify barriers to inclusion, progression, and retention, and recommend action to improve equity and the employee experience.
- Support organizational change by ensuring that its implications for recruitment, employment arrangements, reward, retention, and the employee experience are properly considered.
- Model GFC's commitment to trust, candor, shared power, learning, care, transparency, and accountability.

Essential Experience and Knowledge

- Proficiency in HR analytics and evidence-based decision making with targeted experience in HRIS systems implementation and administration

- Significant experience in a people and culture or human resources role, including responsibility for both recruitment and reward or people operations.
- Experience managing recruitment and onboarding processes from beginning to end.
- Experience coordinating compensation reviews, salary benchmarking, benefits, or related reward processes.
- Experience supporting employees across more than one country or employment jurisdiction within a global framework, employing team members across many countries and jurisdictions
- Experience managing PEOs, employers of record, benefits providers, brokers, or comparable external employment partners.
- Strong working knowledge of equitable and inclusive recruitment practices.
- Experience developing and improving people processes, guidance, templates, and systems during periods of organizational change.
- Experience working in a fast-paced, evolving organization, adapting priorities while maintaining consistent people processes and support.
- Ability to interpret people data, identify risks and patterns, and translate findings into practical recommendations.
- Sound judgment and a clear understanding of confidentiality and responsible handling of employee information.
- Strong project management skills, with the ability to coordinate multiple processes, deadlines, and stakeholders.
- Clear and thoughtful written and verbal communication skills.
- Commitment to diversity, equity, inclusion, shared power, and GFC's values.

Desirable Experience

- Minimum 10 years of progressively responsible human resource experience, ideally within a matrixed, and global organization with experience at international non-profits.
- Knowledge of employment practices in the United States, United Kingdom, or other countries where GFC employs staff.
- Experience contributing to job architecture, salary structures, or a global reward framework.
- Experience with HR information systems, applicant tracking systems, or performance and compensation platforms.
- Experience supporting organizational restructuring or other significant change processes.
- A relevant professional certificatoin or equivalent experience in human resources or people management.

Approach to the Role

The successful candidate will combine attention to detail with sound judgment. They will be comfortable building structure where processes are still developing, holding colleagues accountable for agreed actions, and adapting global principles to different local contexts. They will communicate directly, treat employees with care, and follow through reliably.

Reporting and Working Relationships
The Senior Manager, People and Culture will report to the Senior Advisor, People and Culture.

The role will work closely with the People and Culture team, Safeguarding, Finance, Operations, managers across GFC, and external employment and benefits providers. The role may manage staff, consultants, or project support as the People and Culture function develops.

Our Commitment to Diversity, Equity, Inclusion, and Anti-Racism
GFC is deeply committed to building an equitable, inclusive, anti-racist organization that reflects and supports the diverse communities we serve. We value lived experience, cultural humility, and a learning mindset. We actively encourage candidates from historically marginalized and underrepresented groups, and those with personal or community ties to the regions where we work, to apply.

We believe that a diverse team strengthens our work, enriches our perspectives, and enhances our ability to partner authentically with grassroots organizations around the world.

Location

GFC is a globally distributed organization, with most of the team working remotely. Candidates may apply from any location, provided they can maintain regular working-hour overlap with colleagues in both US Eastern and UK time zones and adjust their schedules as needed. Candidates based in the UK or US are eligible for direct employment. Candidates based elsewhere will be engaged through a PEO/EOR arrangement.

What can we offer you?

Our team dreams big.

We work together to build a world where all children and youth are safe, strong and valued.

GFC fosters a caring work environment that promotes collaboration, respect, and professional development. We set standards of excellence and quality in our work, firmly believing that children and youth deserve the best we can offer.

We believe that every person has equal rights, and we affirm the diversity that enriches our globalized world. In line with these core values, it is our policy to actively seek diverse candidates from a variety of backgrounds who are committed to Global Fund for Children's mission.

Our values shape our vision, guide our daily decision making, and signal to the world what to expect when you encounter Global Fund for Children. We hold ourselves to these values to best serve our local partners and the children and youth they support. We attract talented people from all over the world because we believe deeply in living our values.

Salary Range – For US-based candidates, the salary range is $85,000 to $110,000 dependent on level of experience. International hires will be locally benchmarked dependent on location, available benefits, and experience.

Learning – GFC encourages professional development as a part of our culture and values. GFC provides regular opportunities for training, collaboration, and mentorship. Employees may access professional development funds to support continued learning.

Benefits - We strive to build a culture that embraces care and wellbeing. Our global employee benefits include:

- Private healthcare insurance plan with comprehensive medical, dental and vision coverage

- Generous paid time off (annual leave, enhanced sickness leave, wellbeing days, sabbatical leave, family friendly leave)
- Flexible work arrangements - remote/hybrid/compressed work schedules
- Pension contributions
- Employee Assistance Services
- Team Building and Social Committees

**Other benefits may apply, depending on the location of the employee*

To Apply

Please submit a resume/CV and a brief cover letter explaining your interest and relevant qualifications. Applications will be reviewed on a rolling basis.

How do I apply?

In line with our values of courage, passion and inclusion, to apply for this role, please share your thoughts on the following questions along with your CV through the following link: **https://global-fund-for-children.breezy.hr/p/e4bba9e3acd9**

Please keep each answer to 200 words or fewer

1) What most excites you about this role?

2) Briefly summarize your relevant experience and expertise. Include specific examples of HR issues you have handled, your role in addressing them, and the impact of your approach.

3) Which parts of this role are you most excited to dig into, even if they may be complex, and how would you bring curiosity and care to that work?

4) If selected, when would you be able to start a new position?

The deadline for applications is Monday, November 30, 2026 at 5pm US Eastern Time.

We are excited to hear from you if you have any questions about the role, please get in touch on careers@globalfundforchildren.org

Cover page credit: GFC/Brave Girls Initiative - Merida, Mexico

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