

Head of Programs

As the Head of Programs, you manage and coordinate ChildFund's program portfolio. You will ensure strong program management systems across ChildFund's development and humanitarian programming and lead the team of Technical Advisors. You are committed to learning and actively supporting staff to learn with you. You form part of the leadership group of the IPT, working closely with the Director of International Programs, Strategy & Partnerships and the Director of Sustainable Grants and Program Effectiveness.

Key Duties

- Provide leadership and overall coordination of the design, implementation, monitoring and evaluation of ChildFund Australia's development and humanitarian programs;
- Ensure implementation, monitoring and reporting of projects in accordance with relevant Government, ChildFund Australia and Donor standards, policies, and priorities;
- Lead, supervise and mentor program technical staff and ensure an empowering work environment;
- Ensure the efficiencies of established systems, processes and frameworks, and facilitate the provision of technical assistance that enables ChildFund Australia to deliver quality programs;
- Promote and integrate gender equality, disability, and social inclusion into day-to-day work; and
- Act as the organisational focal point for the prevention of sexual exploitation, abuse or harassment (PSEAH).

At ChildFund Australia, all staff must remain alert and responsive to any child safeguarding or sexual exploitation, abuse, or harassment risks.

Qualifications and Experience

- Tertiary qualifications in a relevant discipline;
- Past professional experience in an (I)NGO setting or government context with a minimum of 5 years of experience in managing multi-sector programs;
- Strong people management and mentoring skills;
- Experience in partnership management and capacity sharing across local civil society organisations;
- Ability to develop and analyse budgets and financial reports;
- Strong understanding and commitment to safeguarding, gender equality and inclusion.

Desirable

- Experience in a child rights or child/youth focused organisation and experience in key technical areas (child protection, education, health or disaster risk management)
- Experience with institutional donor funding (i.e. DFAT, MFAT, UN and others)

Skills & Qualities

Exceptional stakeholder management skills, building strategic alliances and partnerships in countries where ChildFund Australia operates & in Australia

Comfortable in navigating relationships in different cultural contexts

Effective communicator with coordination skills

Creative thinker and motivator, energetic, with an entrepreneurial spirit

Childfund Australia's Values

Respect, Integrity, Collaboration, Change, Empowerment & Excellence

Department: International Programs
Location: ChildFund Australia, Level 8, 162 Goulburn Street, Surry Hills NSW 2010
Employment: Full-time
Reports to: Director of International Programs, Strategy and Partnerships
Other Information: Must have working rights in Australia.
Please apply at: <https://www.childfund.org.au/work-with-us/>





ORGANISATIONAL CONTEXT

ChildFund Australia is an independent international development organisation that works to reduce poverty for children in developing communities. We partner to create community and systems change which enables vulnerable children and young people, in all their diversity, to assert and realise their rights.

Our vision is a world without poverty where all children and young people can say: “I am safe. I am educated. I contribute. I have a future.”

ChildFund Australia directly manages and implements programs with a range of local partners in Cambodia, Laos, Myanmar, Papua New Guinea, Timor-Leste, Vietnam, and other Pacific nations, and manages projects delivered by partner organisations throughout Asia, Africa, and the Americas. Our work is funded through child and community sponsorship, government grants as well as donations from individuals, trusts and foundations, and corporate organisations.

ChildFund Australia is a member of the ChildFund Alliance – a global network of 11 organisations which assists almost 36 million children and their families in 70 countries. ChildFund Australia is a registered charity, a member of the Australian Council for International Development, and fully accredited by the Department of Foreign Affairs and Trade which manages the Australian Government’s overseas aid program.

HOW WE VALUE YOUR CONTRIBUTION

Remuneration

We provide a remuneration package that is attractive and fair; our remuneration framework ensures that we are aligned with employment conditions and laws, and we benchmark against the local market to ensure we offer competitive employment conditions that are appropriate to our sector.

Leave

You will have access to 20 days of paid annual leave (pro-rated for part-time employees). You are also entitled to personal/carer’s leave, paid parental leave, long service leave and bereavement leave.

Flexible Working Arrangement

ChildFund Australia is supportive of flexible working arrangements; we encourage a culture of flexibility and encourage conversation between yourself and your manager about maintaining work-life balance. If the role allows, employees can choose to work up to 50% of their work hours from home.

Salary Packaging

As a not-for-profit organisation, our employees are eligible for salary packaging. The Australian Taxation Office (ATO) allows us to reimburse you for some of your personal expenses without having to pay any income or fringe benefits tax that would normally be payable. These tax concessions are in additions to the income tax free threshold.

Employee Assistance Program

In case you need help with personal, family or employment-related matters you and your family will have access to free external, professional and confidential counselling assistance. UPRISE, our EAP system, combines multiple wellbeing initiatives to support your mental health and resilience.

Learning and Development

Our approach to learning and development will enable you to have the information, skills, and knowledge needed to do your job and to grow in your position. We build the capacity of our people and support you with on-the-job experience, coaching and formal training.

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OUR MISSION: We partner to create community and systems change which enables vulnerable children and young people, in all their diversity, to assert and realise their rights.

At ChildFund Australia you will be contributing to our programs which protect, educate, and empower children and young people.