

SENIOR PROGRAM MANAGER, RESPONSIBLE SUPPLY CHAINS

Job description

Location	London or New York (exceptional candidates based in other Freedom Fund program countries – Indonesia, Nepal, Bangladesh, Ethiopia, Kenya, Nigeria, and Brazil – may be considered)
Hours	37.5 hours per week (London) / 40 hours per week (New York)
Reports to	Managing Director, Programs
Start date	ASAP
Application deadline	Thursday 28 November 2024, 9am GMT

About the Freedom Fund

The Freedom Fund (www.freedomfund.org) is a leader in the global movement to end modern slavery. The Freedom Fund works to combat many different forms of extreme exploitation, including forced labour, sex trafficking, forced marriage, and the worst forms of child labour. The Freedom Fund:

invests in those countries and sectors with the greatest incidence of modern slavery.

analyses which interventions work best and shares that knowledge.

brings together a community of activists committed to ending extreme exploitation and empowered by the knowledge of how best to do so.

generates funding by demonstrating how effective interventions can protect those at risk of being exploited and free those in situations of exploitation.

In its first ten years, the Freedom Fund has supported over 200 organisations across Asia, Africa, and South America.

About the position

The Responsible Supply Chains (formerly Corporate Accountability) portfolio is one of four key pillars of the Freedom Fund's new 2025-2030 organisational strategy. This is an exciting area of work covering strategic litigation, transnational investigations and campaigns, innovation for ethical supply chains, and field-building initiatives. Current geographic priorities include combatting forced labour linked to the deforestation of the Brazilian Amazon and the seafood industry in the Asia Pacific, as well as building the ecosystem of frontline organisations working to promote responsible supply chains in five south-east Asian countries. The Senior Program Manager, Responsible Supply Chains, will be responsible for the strategic development and oversight of the portfolio. They will have overall responsibility for all aspects of program development, planning, budgeting, grant-making, monitoring and reporting, and will line-manage a Program Manager (and have access to additional support from a Program Officer) to implement program grants and other activities. The Senior Program Manager will act as a high-level representative for the Freedom Fund in forums and with stakeholders related to Responsible Supply Chains work, and will actively seek out opportunities to grow the profile of the Freedom Fund and its work in these areas. They will also seek to actively build and nurture relationships with new and existing donors, and work with the Partnerships Team to grow the budget for Responsible Supply Chains programs.

Responsibilities

- Lead the strategic development of Responsible Supply Chains programs, and oversee their implementation by team members and consultants (where relevant)
- Act as the overall budget holder for the Responsible Supply Chains portfolio, responsible for budget development and management (while delegating specific budget authority to team members as appropriate).
- Act as the high-level representative for the Responsible Supply Chains portfolio, raising the profile of programs and activities both internally at the Freedom Fund and externally in engagements with interested stakeholders and potential funders.
- Grow the Freedom Fund's thought leadership in the field of Responsible Supply Chains, identifying where the Freedom Fund can best add knowledge and value, support networks and build the field.
- Ensure and assess program effectiveness, monitoring and evaluating success against program goals.
- Work with the Partnerships Team to grow the budget for Responsible Supply Chains, including developing new donor relationships and funding mechanisms.
- Work with the Communications Team to build a Communications strategy and outputs showcasing the work of the Responsible Supply Chains programs as appropriate.
- Line manages the Responsible Supply Chains Program Manager and ensure a high functioning team.
- Identify connections and modes of collaboration with other Freedom Fund programs and staff.
- Contribute to other activities at the Freedom Fund as required.

Qualifications and experience

Essential

- Demonstrated knowledge of business and human rights principles and the landscape of relevant organisations and funders operating in this area
- At least 7 years of project/program management in an international context
- Experience managing program finances of over \$500,000
- Experience building and managing relationships with a range of partners, donors and key stakeholders
- Experience working with frontline organisations in the Global South
- Experience managing staff and consultants
- Experience making or managing grants
- Knowledge of M&E principles and experience in monitoring and reporting on program activities
- Experience in public speaking and presenting to key stakeholders

Desirable

- Advanced degree
- Knowledge of the global anti-trafficking and anti-slavery landscape
- Experience in the anti-slavery sector and in countries with a high incidence of slavery
- Knowledge of languages other than English

Personal attributes

Essential

- Excellent verbal and written communication
- Excellent relationship building skills with a range of stakeholders
- Strong project management skills
- Strategic thinker with ability to bring structure in the development of new concepts
- Creative and visionary
- Flexible, "can-do" attitude
- Ability to work independently, displaying strong initiative in solving day-to-day problems with limited direction
- Ability to build relationships with a wide range of individuals from diverse backgrounds
- Ability to travel internationally

Compensation

London

- £60,478 - £65,253 per annum
- 10% non-contributory pension scheme.
- 25 days holiday pro rata, plus public holidays.
- Season ticket loan and cycle scheme available.

New York

- \$103,550 - \$111,725
- 5% employer sponsored 401k contribution (non-matched).
- 25 days vacation per annum, plus 8 national holidays.
- Generous health benefits package with full coverage of monthly premiums for medical, dental and vision.
- Additional cover is provided for spouses and dependants.
- Generous parental leave allowance and pay.

Application procedure

Applications should be submitted in English and include a CV, cover letter (maximum one page), and contact details of two professional referees, one of which must be the applicant's current / most recent line manager or current / most recent Head of HR. If professional referees are not applicable, personal references are welcomed, providing they are able to speak to the strengths listed in the above description.

Please send applications by email in PDF format to jobs@freedomfund.org, including 'Senior Program Manager – Responsible Supply Chains' in the subject line before **9.00am GMT on Thursday, 28 November 2024**.

Please note that only candidates selected for further consideration will be contacted. No phone calls please. **No agencies please.**

The Freedom Fund is an equal opportunities employer. In line with our values of respect, agility, and excellence, we value the strength of a diverse workforce and strongly encourage applications from people with disabilities, Black, Asian, Indigenous or Minority Ethnic backgrounds, LGBTQ+ and from different socio-economic backgrounds. **Applicants must be eligible to work in the UK or US.** The Freedom Fund will aim to meet candidates' access requirements throughout the recruitment process. If this is applicable, then please notify us.

The Freedom Fund is committed to the importance of meaningful survivor inclusion and leadership. As such, particular consideration will be given to applicants with lived experience of trafficking and/or forced labour.

The Freedom Fund offers any candidates with lived experience of trafficking and/or forced labour the opportunity to have an informal and confidential pre-application chat with a member of our team to discuss suitability for the role as well as any reasonable adjustments that may be needed for the recruitment process. This conversation is intended to provide support to the candidate and will not have any negative impact on the recruitment process. Please get in touch at jobs@freedomfund.org

Background checks

As part of our commitment to the protection of children and vulnerable people in our work, any offer of employment with the Freedom Fund will be subject to satisfactory pre-employment checks to ensure we recruit only those who are suitable to work with children and vulnerable persons. These checks include Disclosure and Barring Service and/or International Criminal Records Checks, satisfactory references, proof of eligibility to work in

the national location of this role and checks against the Office of Foreign Assets Control data list (OFAC) which highlights any connections to terrorism or trafficking.

At the Freedom Fund, we are conscious that some candidates may have criminal records resulting from their experience of trafficking and/or forced labour. Applications from individuals with a criminal record, or who have been formerly incarcerated are accepted. We welcome a confidential conversation on this as part of the pre-application chat noted above or at the point of an offer being made.

Any offer of employment or consultancy with The Freedom Fund will only be made following successful background checks conducted on the applicant. Such checks may be updated periodically during the period of employment or consultancy. Initial checks will only be undertaken at the point of a job offer being made, and always with the prior permission of the candidate.