

Job Description: Senior Program Manager - Ethiopia

LOCATION: LONDON OFFICE

REPORTING TO: DEPUTY DIRECTOR OF PROGRAMS

FULL TIME – 37.5 HOURS PER WEEK

START DATE: ASAP

About the Freedom Fund

The Freedom Fund (www.freedomfund.org) is a leader in the global movement to end slavery. It:

- **invests** in those countries and sectors with the greatest incidence of slavery.
- **analyses** which interventions work best and **shares** that knowledge.
- **brings** together a community of activists committed to ending slavery 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 enslaved and free those in slavery.

The Freedom Fund now has programs in India, Ethiopia, Thailand, Nepal and Myanmar. It currently supports and funds over 140 partners around the world.

About the position

This is an exciting and demanding role for an outstanding individual with experience in managing and implementing development and human rights programs. The successful candidate will oversee a portfolio of the Freedom Fund's investments in Ethiopia, focused on countering the trafficking and forced labour of Ethiopian women and girls for domestic work. S/he will join a growing team and work closely with the Freedom Fund's partners on the ground to design and deliver quality programs, measure their impact, and support research and learning on behalf of the wider anti-slavery sector. The program will be mainly funded through U.S. government foreign assistance funding under the Program to End Modern Slavery (PEMS), managed by the Office to Monitor and Combat Trafficking in Persons (TIP Office). The role will line manage a small number of posts internationally and in Ethiopia.

Responsibilities

- Oversee Freedom Fund investments in Ethiopia with a view to maximising impact for Ethiopian domestic workers
- Set and periodically review program strategies
- Monitor program performance against objectives

- Working with colleagues in the strategic partnerships and finance teams, ensure professional implementation of the program and compliance with donor regulations
- Act as a coordinating focal point internally across Freedom Fund teams, as well as in liaison with the TIP Office and any other donors to the program.
- Line manage a small team responsible for the day-to-day operations of the program
- Work with the Freedom Fund's Research and Evaluation team to commission and manage program evaluations by independent research institutions and ensure that lessons are appropriately shared and acted upon
- Contribute as directed to other Freedom Fund initiatives

Qualifications and experience

The Freedom Fund seeks an energetic, thoughtful and committed Senior Program Manager, capable of operating with a high level of professionalism in a range of global settings. The successful candidate will have proven experience working with poor and marginalised communities and a track record of delivering government funded programs.

Essential

- At least ten years of directly relevant experience, with significant time in a developing country
- Direct experience of working with marginalised communities
- Experience managing a significant development or human rights program
- Knowledge and experience of U.S. government foreign assistance funding mechanisms, including cooperative agreements, and associated procedures and regulations
- Experience employing rigorous monitoring and evaluation techniques
- Experience preparing and managing budgets
- Excellent written and oral communication skills
- Bachelor's degree
- Entitled to work in the UK without work permit sponsorship from the Freedom Fund

Desirable

- Advanced degree
- Experience in the anti-slavery sector and in countries with a high incidence of slavery
- Experience working on issues related to labour migration or domestic work
- Experience in Ethiopia
- Experience engaging directly with private donors

Personal attributes

Essential

- Team player committed to the Freedom Fund's values and passionate about human rights issues
- Ability to build relationships with a wide range of individuals from diverse backgrounds
- Ability to work independently, displaying strong initiative in solving day-to-day problems with limited direction
- Ability to coordinate multiple competing tasks and programmatic portfolios
- Ability to motivate and support direct reports and build a high functioning team
- Willingness and ability to travel extensively (estimated 25% of time)

Compensation

- £47,000 - £60,000 per annum. (Negotiable)
- 10% non-contributory pension scheme
- 25 days holiday per year, plus public holidays
- Season ticket loan and childcare voucher schemes available

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.

Please contact jobs@freedomfund.org, including 'Senior Program Manager - Ethiopia' in the subject line for details about the application process.

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 Opportunity Employer and encourages candidates of all backgrounds to apply for this position.