



Job Description: Senior Program Manager – Corporate Accountability

LOCATION: LONDON OR NEW YORK OFFICE

REPORTING TO: HEAD OF GLOBAL INITIATIVES AND MOVEMENT BUILDING

START DATE: ASAP

FULL TIME: 37.5 HOURS PER WEEK (LONDON) / 40 HOURS PER WEEK (NEW YORK)

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. It:

- **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.

The Fund operates programs in multiple locations around the world, including Brazil, Indonesia, Bangladesh, Ethiopia, Nepal, and Thailand. It also works to create systems change at the global level, by generating knowledge, solutions and actions that influence governments, inter-governmental organisations, businesses and funders to end modern slavery.

About the position

The Senior Program Manager – Corporate Accountability will be responsible for the overall management of the Freedom Fund's Corporate Accountability programs. These areas of work are expected to undergo a period of growth and strategic development, which will be led by the Senior Program Manager and overseen by the Head of Global Initiatives. The Senior Program Manager will have overall responsibility for all aspects of program development, planning, budgeting, monitoring and reporting, and will line-manage a Program Officer to deliver program activities. The Senior Program Manager will act as a high-level representative for the Freedom Fund in forums and with stakeholders related to Corporate Accountability 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 Corporate Accountability programs.

Responsibilities

- Lead the growth and strategic development of Corporate Accountability programs, and oversee their implementation by team members and consultants (where relevant)
- Act as the overall budget holder for Corporate Accountability, responsible for budget development and management (while delegating specific budget authority to team members as appropriate).
- Act as the high-level representative for Corporate Accountability, 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 Corporate Accountability, 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 Corporate Accountability, 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 Corporate Accountability programs as appropriate.
- Line manage the Corporate Accountability Program Officer 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

- 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 donors and key stakeholders
- Experience managing staff and consultants
- Experience making or managing grants (including sub-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 (law degree preferred)
- 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

- £52,698 - £54,085 per annum (dependant on experience)
- 10% non-contributory pension scheme.
- 25 days holiday pro rata, plus public holidays.
- Season ticket loan and cycle scheme available.

NEW YORK

- \$94,859 - \$97,355 (dependant on experience)
- 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.

Please send applications by email in PDF format to jobs@freedomfund.org, including ‘Senior Program Manager – Corporate Accountability’ in the subject line before **9.00am BST on Thursday 30th June 2022**.

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 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 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.

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. Any offer of employment or consultancy with The Freedom Fund will only be made following both successful background checks being conducted on the applicant and upon receipt of satisfactory pre-employment checks by former employers. Such checks may be updated periodically during the course of the period of employment or consultancy. By submitting a formal application, you agree to the Freedom Fund carrying out these checks.