



Where childhood thrives, war does not.

Position Title	Senior Manager, Programs - International Programs
Location	Toronto, with regular travel to War Child Canada's countries of operation when allowed, with current work from home arrangements.
Reporting	Reports to the Director, International Programs
Contract	Permanent
Background	War Child Canada is a registered Canadian charity based in Toronto that works with war-affected communities to help children reclaim their childhood through access to education, opportunity, and justice. War Child Canada has over 15 years of experience working in communities in conflict and post-conflict zones. All work is implemented in direct partnership with local communities, local NGOs and other stakeholders using a child-centered approach. War Child Canada works in Afghanistan, Iraq, Uganda, DRC, Sudan, and South Sudan.
Position summary	The Senior Manager, Programs provides leadership and oversight in the design, development, and implementation of War Child Canada programs. The position actively contributes to the growth strategy and direction of the International Programs head office and country teams with an emphasis on program design, revenue generation with institutional donors, program management and compliance and team leadership. This position is responsible for key functions within the international programs team, which include donor and strategic development, program development, grant and program management and staff management.
	<p><u>DONOR AND NEW BUSINESS DEVELOPMENT (35%)</u></p> <ul style="list-style-type: none"> • Leads in writing multi-year, multi-sector programmatic proposals to donors (including Global Affairs Canada, US Government, European Commission, UN, institutional foundations) in collaboration with a wide variety of stakeholders that include War Child Canada headquarters staff, country staff, technical consultants, and partner organizations • Provides technical support to strengthen the quality of new and existing programs, contributing to the project design of proposals as well as budget development • Identifies and develops consortium projects with Canadian and international partner organizations

	<ul style="list-style-type: none"> • Collaborates with Country Directors and Senior Management Teams to support development of long-term growth strategies for Country Programs. • Co-ordinates the International Program Department's efforts to assist with formal pitches and proposals to major donors, corporations, and unrestricted foundations • Builds the programmatic capacity of the International Programs Team and Head of Program Team, to effectively design and develop new project and proposal submissions in accordance with quality standards • Ensures that strong systems for business development cycle are maintained and developed
Responsibilities	<p><u>PROGRAM MANAGEMENT/COMPLIANCE AND REPORTING (40%)</u></p> <ul style="list-style-type: none"> • Provides leadership, oversight, and guidance to the International Program team on program strategy, direction, and implementation of programs, in conjunction with the Director, International Programs • Strengthens programming to meet minimum quality standards, in alignment with donor requirements and externally recognised best practices and standards • Provides technical support to strengthen the quality of new and existing programs • Ensures program compliance with donor management, reporting and contractual standards including oversight of program narrative and financial reporting and ensures effective management of program wide grant management systems • Manages and develops institutional donor relationships and overall donor development strategies in co-ordination with Director IP • Assists in the monitoring of financial spending for all programs in collaboration with Project Officers and the Grant Management team • Oversees the management and implementation of all monitoring and evaluation systems • Facilitates opportunities for learning and knowledge sharing across the organization, ensuring program results and lessons learnt inform future program design
	<p><u>EXTERNAL COMMUNICATIONS AND REPRESENTATION (10%)</u></p> <ul style="list-style-type: none"> • Engages with relevant sector networks including CIPWEG and INEE. • Acts as a spokesperson or War Child Canada Ambassador at events including campaign launches and stewardship events • Assists in the communication of War Child Canada's programs internally and externally
	<p><u>STAFF MANAGEMENT (15%)</u></p> <ul style="list-style-type: none"> • Provides direct line supervision and support to staff or consultants as required.

	<ul style="list-style-type: none"> • In liaison with the Director, International Programs, drafts Terms of References and job descriptions for new hires and assists in recruitment of head office and expatriate country staff. • Provides support, mentoring and training to head office and country staff as required.
Qualifications	<p>Knowledge and Experience</p> <ul style="list-style-type: none"> • Master's Degree or equivalent in International Development, Social Sciences, Education, or related subject • Minimum 7-8 years senior management experience. • Demonstrated track record of securing significant new business from institutional donors • Demonstrated experience of implementing fundraising strategies and conducting donor engagement • Knowledge of at least one of War Child Canada's programming focal areas. • Experience of project and HR management. • Experience of working in conflict settings. <p>Skills and Abilities</p> <ul style="list-style-type: none"> • Fluency in written and verbal English. French or Arabic an asset. • A high level of writing skill and ability. • Demonstrated leadership abilities. • Detail oriented, strong organizational, analytical, and strategic planning skills. • Effective time-management skills with the ability to multi-task and manage multiple time-sensitive priorities. • Self-starter, able to work with a high degree of initiative and highly resilient • Team oriented with strong interpersonal skills and ability to work with individuals from a range of backgrounds. • Able to work sensitively in challenging and insecure environments.
Compensation	A highly competitive compensation package will be provided, commensurate with experience and qualifications.
Application process	<p>This is a re-posting. Previous applicants need not apply.</p> <p>INTERESTED APPLICANTS ARE INVITED TO SEND A CURRICULUM VITAE AND AN ACCOMPANYING COVER LETTER ELECTRONICALLY TO:</p> <p>Email: jobs@warchild.ca</p> <p>Please ensure your application email has the subject heading of 'Senior Program Manager – [insert your name]'</p> <p>Only those applicants selected for an interview will be notified. We regret we cannot entertain phone calls. War Child Canada is an equal opportunity employer.</p> <p>War Child Canada is committed to providing a work environment in which all individuals are treated with respect and dignity. Final candidates will be vetted in accordance with War Child Canada's Child Safeguarding Policy and</p>

	<p>Prevention of Sexual Abuse and Exploitation Policy, including appropriate reference and security checks.</p> <p>War Child Canada is committed to providing an accessible workplace. For individuals with disabilities, accommodation is available upon request. Should you require accommodation at any stage of the selection process, please let us know. We will work with you to meet your needs.</p> <p>Candidates should be legally entitled to work in Canada. War Child Canada will not provide relocation support.</p> <p>For more information about War Child Canada, please visit www.warchild.ca</p>
Deadline	April 30, 2021 (rolling recruitment)