



## Freedom Leadership Program (FLP) Senior Officer

FEBRUARY 2019 / JOB DESCRIPTION

**One-year contract from 1 March 2019 to 28 February 2020, with a possibility for extension.**

### About the Freedom Fund

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The Freedom Fund ([freedomfund.org](http://freedomfund.org)) is a leader in the global movement to end modern slavery. We identify and invest in the most effective frontline efforts to eradicate modern slavery in the countries and sectors where it is most prevalent. Partnering with visionary investors, governments, anti-slavery organisations and those at risk of exploitation, we tackle the systems that allow slavery to persist and thrive. Working together, we protect vulnerable populations, liberate and reintegrate those enslaved and prosecute those responsible.

The Freedom Fund currently supports over 120 partners in seven slavery hotspots in India, Nepal, Thailand and Ethiopia. In addition, the Fund has also launched global initiatives on supply chains, strategic litigation, the treatment of mental trauma and safer migration.

### About the Freedom Leadership Program

The Freedom Leadership Program (FLP) is a leadership and networking initiative of the Freedom Fund, designed to invest in a new generation of frontline practitioners, especially women, working with communities vulnerable to modern slavery and human trafficking.

By establishing a cohort of program alumni, we hope to build regional, national and international networks of existing and emerging frontline leaders who will accelerate the movement to eradicate slavery. The content of this global program will be designed to fit the needs of the local context. We plan to launch a pilot of the FLP by the end of 2019.

### About the position

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The person in this role is responsible for ensuring the successful launch and delivery of the Freedom Leadership Program pilot and support the transition to a fully-fledged program. We expect the first pilot in India in November 2019 to benefit 40 participants and for the FLP to have trained 1,000 established and emerging leaders by 2023. You will be the project manager and lead for this flagship program and expected to contribute to all aspects including design, trialling methodologies, stakeholder engagement, delivery, M&E and raising/managing funds. You will report to the Deputy Director of Programs and work closely with Freedom Fund colleagues, as well as with civil society organisations and academic partners around the world.

The Senior Program Officer will ensure that the FLP achieves its two main objectives:

- Nurture existing and emerging frontline leaders especially women and survivors
- Build a cohort of program alumni who will build regional, national and international networks to accelerate the movement to eradicate slavery

The person for this role may be based in London or in New York.

This position is initially for one year starting on 1 March 2019, with a possibility for extension.

## Duties and responsibilities

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### In relation to the leadership training

- Lead and project manage all aspects of the FLP, consulting with senior management team (SMT) and other key stakeholders as needed to ensure the FLP delivers against its vision and objectives
- Be the 'go-to' person within the organisation for the FLP
- Work with the appointed design agency partner to co-design and deliver the first pilot in India in November 2019
- Manage and quality control the work of the agency and agree a workplan including key roles and responsibilities ensuring your own active participation and contribution to content and delivery
- Carry out research/consultation with partners, FF staff, and externals to ensure that the FLP remains relevant and best in class
- Design an evaluation framework for the FLP in partnership with the Senior Research and Evaluation Officer and the agency to show activity and impact (immediate and over time) of the program
- Ensure that gender and survivor lens is included in each aspect of the program
- Contribute to fundraising efforts in relation to the FLP – materials, proposals and funder liaison
- Manage the budget of the FLP
- Contribute to the selection of participants for the November pilot training
- Report to funders and to the SMT on progress and challenges as needed

### In relation to the movement building

- Ensure that the FLP includes content and infrastructure that facilitates networks and movement building by:
  - Designing FLP content accordingly
  - Designing means to consolidate and leverage the alumni into a movement
  - Organising events/activities to support this
- Design means to measure the effectiveness of FLP in relation to movement building
- Ensure that gender and survivor lens is included in each aspect of the program
- Continue to research and learn from best in field movement building networks and integrate lessons into the FLP and follow up activities
- Contribute to fundraising activities to support FF to organise and host movement building events
- Report to funders and to the SMT on progress and challenges as needed

### Other responsibilities

- Contribute to other activities at the Freedom Fund as required

## Essential qualities and experience

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### Personal specifications

- Excellent verbal and written communication

- Excellent relationship building skills
- Strong project management skills
- Strategic thinker with ability to bring structure in the development of new concepts
- Creative and visionary
- Driven to make a positive difference
- Willingness and ability to travel – to India and potentially elsewhere

### Essential experience

- Knowledge of and exposure to key leadership concepts and approaches
- Supporting movement building in a relevant sector
- Working with grassroots/frontline organisations in a variety of contexts
- At least 7 years of project/program management in an international context
- Managing program finances of over £100,000
- Managing contractors
- Working in multi-cultural environments
- M&E principles especially in the leadership/movement building arena
- Proposal and bid writing
- Public speaking

### Desirable Experience

- Coaching and/or leadership training experience
- Design of training programs
- Fundraising
- Knowledge of slavery and anti-trafficking landscape

### Compensation

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Competitive and negotiable based on experience and location.

### Application procedure

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Applications should be submitted in English and include a CV, cover letter (maximum one page), salary expectations and contact details of three referees. Applicants must be eligible to work in the United Kingdom or United States without work permit sponsorship from the Freedom Fund.

Please send applications by email in PDF format to [jobs@freedomfund.org](mailto:jobs@freedomfund.org) and use 'Senior Program Officer - FLP' in the email subject line. Deadline for application is 6pm UK time Monday 18<sup>th</sup> February 2019. Interviews will be held one week after the closing date.

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.*