



JOIN OUR TEAM. CHANGE YOUR CAREER. CHANGE THE WORLD.

SENIOR PROGRAM MANAGER, GLOBAL FUND

Organization: Plan International Canada
Reports to: Director, Global Fund Unit
Location: Toronto (Mount Pleasant & Eglinton) or Ottawa

About You

Are you passionate about equal rights for all children and equality for girls? Can you see yourself being an integral member of a team that works towards transforming lives in developing countries? Are you an experienced international health programme manager capable and experienced in leading a small team of Program Managers?

Have you managed a portfolio of projects including those of the Global Funds to Fight AIDS, Tuberculosis, and Malaria (GFATM)? Have you had success with grant acquisition? Are you a trusted and approachable leader with a collaborative working style? Have you been able to engage with diverse internal stakeholders, balance competing priorities, and encouraged creative problem solving in your career?

Why a career with Plan?

A career with Plan International Canada offers individuals a meaningful experience that drives professional development and a rewarding opportunity to use their skills and talents to help make a difference in promoting child rights to end child poverty. Are you ready for an opportunity to join one of the largest International NGOs in the world, creator of the award winning "Because I am a Girl" global movement, working to end gender inequality and promote girls' rights? Employees at Plan International Canada's National Office strive to make a difference in the lives of children and their families through sustainable, child-focused community development.

Our unique culture fosters a supportive, flexible workplace where employees are encouraged to bring their whole selves to work. As a member of a diverse, dynamic, high-performing team, each Plan employee is driven to learn, valued for their contribution and approaches and excited to make an impact. We are proud of our award winning corporate culture validated by our *Canadian Nonprofit Employer of Choice* award for 2015 and 2016 and *Canada's 10 Most Admired Corporate Cultures* since 2012.

Join our high performing team and change your career...change the world!

The Organization

Founded in 1937, Plan International is one of the world's oldest and largest international development agencies, working in partnership with millions of people around the world to end global poverty. Not for profit, independent and inclusive of all faiths and cultures, Plan International strives for a just world that advances children's rights and equality for girls.

Because I am a Girl is Plan International's global movement to transform power relations so that girls everywhere can learn, lead, decide and thrive.

Plan Canada's Toronto and Ottawa-based offices undertake fundraising, donor engagement advocacy and public outreach initiatives that support programs that are implemented in more than 50 developing countries across Africa, Asia and the Americas. Plan has a dedicated staff of over 300 employees whose role is to support quality programming in the areas of health, education, water and sanitation, economic security, gender equity, child protection and participation, and humanitarian assistance.

Further information can be found at: plancanada.ca.

The Position

- Provides distant support and monitors progress of a portfolio of Plan Canada's Global Fund projects in Africa and Latin America;
- Provides regular feedback and necessary coaching to team members (Global Fund Unit Program Managers);
- Reviews donor and partner agreements ensuring the financial terms and conditions are compatible with Plan's systems and are favourable to quality implementation and reporting;
- Builds positive relationships with Regional Offices, Plan field offices, donors and other partners;
- Provides support throughout the project management cycle- from start- up workshop, workplanning, baseline reports, donor progress reports – while ensuring compliance to donor and contractual requirements;
- Ensures timely and quality reporting to donors;
- Contributes to business development efforts, supporting tasks at different stages of the business development cycle, related to The Global Fund and other grants; and ensures that project design meets Plan International Canada's standards for gender equality;
- Networks with key stakeholders including Ministry of Health, The Global Fund Secretariat, Country Coordinating Mechanism, Local Fund Agent, other NGOs;
- Directly monitors some assigned projects to ensure adherence to donor agreements, project management and financial systems; undertakes monitoring visits to project sites as required;
- Supports the development and maintenance of systems and tools to improve efficiencies of managing the portfolio of grants.

What does success look like?

- The portfolio of projects will receive a strong performance and rating from The Global Fund in its annual review process.
- The portfolio of projects have strong strategies to further gender equality, including good evidence of results.
- The portfolio of projects are adequately staffed, meeting performance expectations, and well managed financially.

- The Global Fund Unit program management team is performing efficiently, effectively with good communication.
- Positive relationships with Regional Offices, Plan field offices, donors and other partners will have been established to enable to Global Fund Unit to manage and grow its projects and improve impact, especially for women and girls.
- The internal project management systems and tools within the Global Fund Unit will be more efficient facilitating the on-going management of the portfolio of grants.

As our ideal candidate you will have:

- Post graduate degree in development, health or other relevant discipline
- Minimum 10 years' experience managing international development programs; some of which should have been gained overseas;
- A solid track record of health program management, including projects related to HIV, malaria or TB preferably ideally with direct experience managing projects from The Global Fund to Fight AIDS, Tuberculosis and Malaria;
- An aptitude for team leadership and problem solving;
- A proven track record as a strong leader and team player in cross-functional working groups;
- Excellent communication skills (both written and verbal) and relationship management skills;
- Business acumen and the ability to influence others by fostering strong business relationships
- A flexible and adaptable work style; open to collaboration with strong personalities and professionals; thrive in a fast-paced evolving work culture
- A passion for mission driven work and personal values aligned with those of Plan International Canada's corporate values

How to apply:

To express interest in this exciting opportunity to join a dynamic organization and a high performing team please forward your CV and covering letter, outlining your skills, experience and salary expectations to gethired@plancanada.ca by August 25, 2017. Please reference Senior Program Manager, Global Fund Unit, in the subject line.

Plan International Canada is an inclusive workplace, and is committed to championing accessibility, diversity and equal opportunity. Requests for accommodation can be made at any stage of the recruitment process providing the applicant has met the bona-fide requirements for the open position. Applicants need to make their requirements known when contacted.

Consistent with our Child Protection Policy the successful candidate must receive clearance by a police background check, including the vulnerable sector screen.

Applicants must be eligible to work in Canada for the duration of the work term. Proof of eligibility will be required.

Plan International Canada sincerely thanks all applicants for their expressed interest in this opportunity however only those selected for an interview will be contacted. No phone calls please.

Thank you for your interest in a career at Plan