

Director - Programme/Policy & Impact - NGO (15-20 yrs.) for Partners in Prosperity

1. **The Employer:** Partners in Prosperity (www.pnpindia.in) and Intercooperation Social Development India (www.intercooperation.org.in) -vboth non-profit organisations – are joining hands to implement a go to market strategy to build robust agricultural value chains and service small and medium enterprises. This has created new opportunities for growth. The average annual turnover of the both organisations for the last three years put together is INR 85 million. New talent is required to steer PnP's future path.

2. **Nature of Employment:** On Two Year Contract

3. **Location:** South Delhi

4. Brief Job Description

The position of Director of Programme, Policy and Impact is a very critical role for the organization as this position will have the overall responsibility of program design, implementation, policy adherence as well as campaigns and policy advocacy.

Roles and Responsibilities:

The Director of Programme, Policy and Impact will provide strategic leadership on the integrated functioning of the organization's program development, program operations, research & evidence and advocacy & campaigns teams, optimizing the linkages between the on-the-ground work and the ability to influence and mobilize resources from donors and partners, as well as anticipating and driving how the organisation will need to evolve in the next 5 years.

- S/He will provide oversight for the development and implementation of organization's across India, and engagement across development and humanitarian settings.
- As a key member of the Senior Management Team, s/he will contribute substantially to the development and execution of organization's strategy and cross-functional working.
- As a member of the Senior Management Team, s/he will represent the organisation in key global forums such as the Sustainable Rice Forum, Helvetas Global Program Directors, and position India as a leading Southern Member on key issues such as organic farming, climate change, social enterprise/ impact etc.

Strategy:

- Develop a strong portfolio of programme, which incorporates Theory of Change, innovation, and align themselves to deliver the key results and impact in line with the programme strategy and future vision.
- Lead on development and execution of the thematic (health and nutrition, vocational education, value chain, climate change adaptation and mitigation, and humanitarian/DRR) strategies, aligned with research and advocacy strategies, including dynamic identification of geographic priorities and input on contextual and operational realities

Programme Development, Award Management, and Donor Relations:

- Share accountability/partner with the Resource Mobilization team to drive significant institutional and corporate grant-led growth, representing the organization with institutional donors, Members and new partners (e.g., in the technology and academic sectors).

- Support the Thematic leads to ensure robust program and advocacy and campaign staff engagement in the new business development process led by domain heads, from opportunity identification through to proposal development.
- Responsible for ensuring award management systems and processes are implemented across the life of an award (opportunity to close-out) and continuously improved.
- To proactively identify and address issues with grant delivery, and ensure the resource mobilization team is continuously updated, and that controls are in place to manage the funding portfolio and comply with donor requirements.
- To set up business performance measurement metrics, and implement them across the organisation.

Programme Operations / Delivery:

- Support the Administration Head, and Program Operations, to lead and oversee program implementation by state teams - ensuring that these teams have integrated plans that help position for advocacy impact and resource mobilization as well as delivery.
- Ensure leadership is in place for emergency preparedness and rapid response, in co-ordination with the alliance as required.
- Ensure that state teams are fit for purpose to deliver in development and humanitarian situations, working with Finance and others to improve systems and processes to cover pre-positioned stock, procurement, and deployment.
- Ensure that the organisation meets their commitments to donors, delivering every project on time and on budget.
- Ensure reporting to the Management Committee and other stakeholders on results.
- Ensure that technical advice is obtained at key stages of project implementation (as well as design, above) and that recommendations are followed up.
- Be accountable for ensuring the safety and security of all programme staff (policy in place and implemented).

National and State Advocacy and Campaigns

- Take lead on advocating for sustainable management of water in Haryana and Uttarakhand, and that contributes significantly to global advocacy processes and thinking.
- Represent and lead engagement with key influencing agencies and allies at national and international levels, as appropriate/requested by the CEO.

Research and Monitoring, Evaluation, Accountability and Learning:

- Foster and champion a culture of evidence building and learning across the organisation, including building capacity at all levels
- In collaboration with global and national partners, ensure a plan for operational and analytical research, evaluation and learning is in place - and that this learning informs our advocacy and flagship reports
- Ensure monitoring data is used for programme decision making, and that beneficiary feedback/accountability mechanisms are in place for all programs

People:

- Lead a high-performing team of senior direct reports (Thematic Leads, Program Operations, Policy and Programme Impact) and extended programme team.
- Actively ensure that state staff contributes to organizational policies in order to optimize high-quality programme, and that state offices understand and embrace policies originating from other functions (e.g., Finance).
- Actively promote regular communications to ensure a culture of openness that lives our values.
- Ensure professional development and succession plans are in place through to the state level to improve skills and motivate performance.

5. Must Haves Qualifications and Attributes:

- Post graduate degree in social sciences, economics, rural development planning and management or MBA/MSW/MPH
- Over 15 years of management experience of running large programs, in India and/or internationally with atleast 3-5 years in a senior leadership position
- Demonstrated ability to influence, negotiate and yet work collaboratively with a multitude of stakeholders.
- Skills and experience in strategic planning, management, managing complex activities. - Ability to mentor, lead and manage a high calibre multi-disciplinary team.
- Excellent interpersonal and communication skills.
- Prior experience of representing the organization in various forums.

Note: The roles and responsibilities outlined above are not meant to be an exhaustive list of tasks. The need for flexibility is required and the job holder is expected to carry out any other related duties that are within the employee's skills and abilities whenever reasonably instructed. Interested candidates can send in their CVs along with three references, expected salary, and a cover note to info@intercooperation.org.in. PLEASE NOTE: Only shortlisted candidates will be contacted