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| **SAVE THE CHILDREN INTERNATIONAL ROLE PROFILE** |  |
| Position Title:  | Senior Project Lead, Strategy INGO Collaboration |

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| **Team** | Office of Deputy CEO | **Grade** | P6 |
| **Reports To**  | Working Group of Chief Strategy Officers  | **Contract** | 1 FTE for 6 months (extendable). Flexible working arrangements may be considered. Start date: As soon as possible |
| **Location [Physically based in]** | Any approvedSCI office location worldwide | **Time-zone [the time-zone that the role holder must be available to work in]** | Available for meetings between 8am-1pm EST / 1pm-6pm CET |
| **Language(s)** | English | **Positions available** | 1 |

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| **Team and Job Purpose** |
| **Background**Care, Mercy Corps, and Save the Children are exploring a new path for deeper collaboration, driven by a shared vision to drive greater impact, efficiency, and local leadership in global assistance. In the context of major shifts in global funding, each organization recognizes that increasing impact requires new ways of working together. We are initiating a set of collaborative opportunities designed to prototype that future alliance—from shared procurement and support services to participant feedback tools and a more coordinated approach to working with local partners. We are now seeking a skilled Project Leader to drive forward this work in its crucial early phase.**Role purpose**The Senior Project Lead will be responsible for driving forward and program managing the collaborative initiative consisting of a portfolio of cross-organizational opportunities, managing a light-touch Program Management Office function, and ensuring structured progress, learning, and alignment between the three organizations.This is a unique opportunity to drive forward a strategic transformation effort with the potential to influence the future of the global development sector.**What we offer*** A key role in an ambitious collaboration effort in the global development sector.
* The chance to work closely with senior leaders across three major INGOs.
* Flexibility in working location and hours.
* A dynamic, high-trust environment focused on learning, experimentation, and bold thinking.
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| **Principal Accountabilities** |
| **1. Project Leadership** * Develop a Strategic Collaboration Opportunity Roadmap
* Manage the Opportunity Tracker and track progress against milestones for each collaborative initiative.
* Facilitate efficient decision making and governance; coordinate and prepare materials for regular Working Group meetings (CSOs) and Steering Group check-ins (CEOs).
* Facilitate leadership and stakeholder engagement, including communication and information flow between initiative leads and leadership groups.
* Monitor and manage risks and dependencies across initiatives and escalate as required
* Track use of funds and manage budgeting/reporting as needed.

**2. Strategic Collaboration Initiative Support*** Provide hands-on project leadership support to selected initiatives where required
* Help initiative owners define and refine scope, timelines, and success measure, to mobilise and resource new initiatives, and with issue resolution

**3. Learning & Adaptation*** Facilitate a “test, learn, adapt” approach to capture and share learning and emerging insights across workstreams.
* Ensure internal and external stakeholders are briefed
* Contribute to development of decision-making frameworks for scaling or adapting initiatives.

**4. Engagement (external and across organisations)*** Support funder engagement including development of funder updates and communications in collaboration with initiative leads.
* Prepare internal communications across the three organisations regarding the collaboration, to ensure consistent messaging and build support
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| **Budget** |
| Some budget management required. Size TBD. |

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| **People Management Responsibility** (direct/indirect reports) |
| Initially no direct reports. Potential for direct people management as collaboration grows.  |

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| **Size of Remit** |
| Global |

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| **Travel Requirements** |
| International travel required: YesPercentage of required for travel: <10% |

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| **Key Relationships** |
| * CEOs and Chief Strategy Officers across each organisation (Steering Group)
* Initiative leads and collaborators across each organisation
* Trustee Advisory Council
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| **Experience and Skills** |
| Essential:* Experience managing large scale, complex transformation/organisational change in or with large INGOs, global networks, or consortiums.
* Experience working directly with C-level leaders
* Demonstrated ability to synthesize information and drive strategy execution.
* Excellent stakeholder management, communication, negotiation and facilitation skills.
* Comfort operating in ambiguity and bringing structure to evolving initiatives.
* High EQ and cross-cultural sensitivity; able to work across diverse organizational cultures.
* Fluency in English (spoken and written).

Desirable:* Working for one or more of the organizations (CARE, Mercy Corps, Save the Children).
* Exposure to humanitarian or development operations and/or localization efforts.
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| **Education and Qualifications** |
| **Essential*** Bachelor’s degree or equivalent work experience
* Understanding of a structured Project methodology (e.g. PRINCE2) or accredited Project Management training (APM or PMI)

**Desirable*** PRINCE2 (Foundation and/or Practitioner), Scrum Master, Agile PM
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| **Safeguarding** |
| We need to keep children and adults safe so our selection process includes rigorous background checks and reflects our commitment to the protection of children and adults from abuse. ***Safeguarding level descriptors:***Level 1:  A basic criminal record background (DBS) check is required/equivalent police record check. |

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| **Diversity, Equity and Inclusion and Equal Opportunities**  |
| Diversity, Equity and Inclusion is core to our vision, values and global strategy. Save the Children is committed to creating a truly diverse, equitable and inclusive organisation, and one which will support us in our vision to ensure every child attains the right to survival, protection, development, and participation.   We are committed to equal employment opportunities, regardless of gender, sexual orientation, race, colour, ethnic origin, nationality, disability, marital or civil partnership status, gender reassignment, pregnancy and maternity, caring or parental responsibilities, age, or beliefs and religion. We are committed to diversifying our staff to better represent the communities we serve and actively welcome underrepresented groups to apply.  Reasonable adjustments will be made should any candidate invited to interview require this.     |

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| **Additional job responsibilities**  |
| The duties and responsibilities as set out above are not exhaustive and the role holder may be required to carry out additional duties within reasonableness of their level of skills and experience.  |

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| **Version Control and Approval** |
| Version | Date | Author | Reviewer | Approver |
| 1 | 26/06/2025 | Patrick Hayden |  |  |