

ORGANISATION INFORMATION

Position title	Associate Director Programme Development & New Ventures	Position type	Full time ongoing
Reports to	Deputy CEO - Impact	Hours per week	38
Team	Impact to Scale	Award classification	SCHADS Level 6
Direct reports	3	Budget	TBC
Date reviewed	June 2024		

ABOUT PLAN INTERNATIONAL AUSTRALIA

Who are we? What do we do?

Put simply, we're the charity for girls' equality.

We tackle the root causes of poverty, support communities through crisis, campaign for gender equality, and help governments do what's right for children and particularly for girls.

We believe a better world is possible. An equal world: a world where all children can live happy and healthy lives, and where girls can take their rightful place as equals. This is the world you will help us create.

What does it feel like?

- You will get up each day feeling like you are helping create justice for vulnerable children and equality for girls. You'll be able to put a commitment to making a difference for children and girls at the centre of your effort, decision making and focus.
- You'll feel part of a broader team - beyond just the people you work with every day - because you'll will be in tune with what's needed across the organisation. You'll be able to use your skills of empathy, coaching, and energy where it is needed most.
- You'll receive quality feedback and seek to create feedback loops in your team and in the organisation too.
- You'll find strength in our diversity, inclusiveness and mutual respect.

Here are some of the ways you will bring your best to this role:

- You will demonstrate a deep commitment to equality, human rights and gender justice in all you do.
- You will challenge power dynamics and processes that are unjust.
- You will share decision-making processes. You'll actively seek out strengths of your colleagues in a way that allows everyone to have some power.
- You will be willing to think and work outside of the traditional idea of teams. You'll enjoy coaching and mentoring rather than directing work.
- You will embody a deep self-awareness and demonstrate the courage to be vulnerable.
- You will look for ways to evolve our ways of working.
- You have a willingness to learn and to share insights and experience with empathy and compassion.
- You will demonstrate a deep commitment to child protection and safeguarding is all you do.

WHAT WILL YOU BE DOING IN THIS POSITION?

The primary objective of the role is to ensure that our partner offices have the financial resources to co-create intended impact in the communities we work. Associate Director, Programme Development & New Ventures will lead and oversee Plan International Australia's institutional business development and partnerships, commercial contracting, and incubation of innovative programme funding models.

As a member of senior leadership team, you will play a critical role in steering whole of organisation strategy, performance and culture, transforming PIA into a next generation social impact organisation. You will also ensure the adoption of safeguarding policies and feminist leadership principles, ensuring team's alignment with the mission and values of the organisation, through the development of networked and collaborative organisational approaches to work.

TELL ME MORE (KEY RESPONSIBILITIES AND ACCOUNTABILITIES)

Programme Development and Institutional Partnerships

- Identify and nurture institutional partnerships to drive income generation for PIA's work.
- Design & implement a resource mobilisation strategy that incorporates diversified sources of institutional income from Australian, overseas and multilateral sources.
- Lead and oversee institutional business development pipeline that meets PIA's quality income thresholds and aligns with its strategic areas of interest.
- Oversee the investment of PIA approved business development match funds, ensuring high rates of return on investment.
- Work with Senior Program Managers and Plan Country Office partners, in the submission of high quality bids and funding proposals.
- Establish partnering frameworks and agreements with prospective partners, and ensure they are transitioned to fruition.
- Working with the advocacy and international impact teams, to influence current and new donors towards PIA's purpose and ambition.
- Maintain quality control and business risks within the acceptable compliance and PIA risk parameters.

Incubation & New ventures

- Lead identification of new and innovative programme funding ideas, including but not limited to blended financing, commercial contracting, payment by results, etc.
- Collaborate with PIA regular giving team for foundations, trusts and other institutional philanthropy.
- Ensure that new ventures have a strong design, adequately resourced, and successfully incubated and launched.
- Lead and oversee development of commercial contracting and social impact investing practice in the organisation.
- Lead coordination and collaboration from income perspective, with other Plan International National Organisations and their subsidiaries within Plan International federation.
- Explore and lead new ways of working, trialling new innovations and testing new program approaches that have the potential to generate impact in the communities and income for PIA.

Leadership

- Mentor, coach and coordinate senior managers to drive high performance in the team.
- Participate and undertake proactively leadership roles within the senior leadership team of PIA.
- Plan and manage human and financial resources necessary for the work of the team.
- Represent PIA positively in stakeholder forums and engage them to generate resources for PIA's work in partner countries.
- Work alongside the Deputy CEO – Impact and other members of senior and impact leadership teams, to apply feminist leadership principles in nurturing a positive and collaborative Impact team culture.
- Deputyize in the Deputy CEO – Impact, as required.

WHAT DO I NEED TO BRING? (KEY SELECTION CRITERIA)

- Extensive experience in strategy and business development.
- High success in acquiring funds from diversified sources of institutional donors and partners.
- Track record of growing business to scale.
- Strong institutional government, multilateral and private finance experience.
- Demonstrated leadership and management experience in high performing diverse teams.
- Demonstrated experience in leading new initiatives, particularly in the areas of blended financing, commercial contracting and social impact investing.
- Entrepreneurial outlook and behaviour to see and design new opportunities.
- Proven track record in risk identification and risk management.

- Highly developed interpersonal and communication skills to influence, partner, collaborate and negotiate.
- Minimum tertiary qualification at a bachelor's degree equivalent in international development, economics, or discipline relevant to international development.
- Commitment to safeguarding and gender equality.
- Adaptive mindset to think outside the box, build relationships and work in ambiguous situations.
- Alignment with PIA values and feminist leadership principles.

HOW WILL I KNOW IT'S GOING WELL? (KEY PERFORMANCE INDICATORS)

- There is a strong and diversified business development pipeline that aligns with PIA's strategic priorities.
- Institutional funding from domestic, regional and multilateral sources is growing.
- There is a growing number of awards portfolios enabling our partner offices to deliver high impact programming in their countries.
- A healthy ratio of cash grants, commercial contracts and blended financing is established in line with PIA's business model.
- There is tangible evidence of working in collaboration with teams within PIA and partner country offices.
- New ventures are setting PIA and its partner country offices, up for success in future.

WHO WILL I WORK WITH?

Along with your team, you will work closely with:

- The Deputy CEO, Impact
- The Deputy CEO, Engagement
- The Associate Director, International Impact
- Senior Program Manager's within the Impact to Scale dept
- The Chief Operating Officer
- The Senior Leadership Team

WHICH FORMAL GROUPS WILL I BE A PART OF?

You will be a member of:

- The Impact Leadership Team
- The Senior Leadership Team

SAFEGUARDING REQUIREMENTS

Plan International believes that in a world where children face so many threats of harm, it is our duty to ensure that we, as an organisation, do everything we can to keep children safe. This means that we have particular responsibilities to children that we come into contact with and we must not contribute in any way to harming or placing children at risk.

We take very seriously our responsibility and duty to ensure that we, as an organisation, and anyone who represents us, does not in any way harm, abuse or commit any other act of violence against children, young people or other vulnerable persons.

Everyone who works with, and engages with Plan, has a responsibility to ensure that children, young people and the beneficiaries that we work with directly and indirectly are safeguarded and protected.

Low <input type="checkbox"/>	Details	
Police Check Required	Yes x	No <input type="checkbox"/>
Working With Children Check Required	Yes x	No <input type="checkbox"/>

Global Anti-Terrorism Screening Required	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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This role requires out of hours work, with out of hours defined as outside of the timeframe 7am – 8pm. This role requires collaboration with partners and stakeholders across different timezones, and may change over time in instances of changing partners and new incoming programs. Plan International Australia provides a flexible work environment, where staff are supported to deliver on their work commitments in a manner which is flexible and seeks to provide work life balance. Hours of work should be fulfilled in conjunction with the PIA 'Hours of work' policy. Domestic and international travel may be required for this role and should be discussed and approved in advance with country partners and your direct line Manager. This role has been categorized as having a 'high' level of out of hours work.

Category	Definition
Low	Occasional out of hours work, no more than monthly on average.
Medium	Frequent out of hours work, no more than twice per week on average
High	4 hours per week additional hours in either evenings, nights or weekend. (Total 208 hours per year) Additional out of hours work to be managed by Varied Hours or TOIL/ Overtime Policy.