



## Impact Delivery Manager, *Girls Not Brides*

### The role

*Girls Not Brides* is seeking a highly skilled Impact Delivery Manager to take a leading role in our monitoring and evaluation processes and the day-to-day management, coordination and implementation of the *Girls Not Brides* secretariat strategy. This newly-created role will be responsible for the operational delivery of the strategic plan, work plan development, monitoring and evaluation across the organisation, as well as providing relevant expertise and support for our staff and members. The role will help ensure our work is effective, efficient and impactful – and that we can measure and demonstrate this impact for a range of stakeholders.

The successful candidate will have experience in the delivery and monitoring of a wide range of complex projects and of working with diverse partners and stakeholders. They will have a proven ability to coordinate, plan, deliver and monitor projects on time and in budget. They will be a confident leader and communicator, with a strong track record of building and maintaining successful partnerships and relationships with key internal and external stakeholders, as well as providing support and advice across an entire organisation, preferably within the voluntary sector and across an international context.

### *Girls Not Brides*

*Girls Not Brides* is the only global partnership entirely focused on creating and sustaining a worldwide movement to end child marriage, and ensuring that this movement leads to tangible change for the girls at risk or affected by the practice. We are a network of more than 1,300 civil society organisations in over 100 countries, all committed to working in partnership to end child marriage. Our vision is a world without child marriage where girls and women enjoy equal status with boys and men, and are able to achieve their full potential in all aspects of their lives.

Our members are diverse. They vary in size, location, and the type of work they do. They include groups focused on research and advocacy as well as programme implementers and service providers working directly in their communities. Our members address the issue of child marriage from various perspectives, including health, women's and girls' rights, child protection, education, economic empowerment and general development.

The global partnership is supported by the *Girls Not Brides* secretariat with teams in UK (London), Mexico, Kenya, India and Senegal and has an annual budget of approximately £5 million.

The secretariat plays three broad roles in relation to our membership:

- A central support and coordination body for the only global civil society partnership to end child marriage.
- A representative of and advocate for civil society on efforts to end child marriage.
- An expert resource on child marriage, and central actor in the global movement to end child marriage.

**Salary:** £42,000-£50,000, depending upon experience, plus a generous benefits package including 10% employer pension contribution, flexible working options, 25 days leave (+ public holidays and additional leave for long service)

**Place of work:** Central London, with occasional international travel

**Accountable to:** Head of Learning (or such other position as *Girls Not Brides* may determine)

## Key responsibilities

### Monitoring and evaluation

- Develop and implement *Girls Not Brides*' monitoring, evaluation and learning framework, systems and processes to ensure we can effectively assess the impact of our collective efforts.
- Support the growth and strength of the *Girls Not Brides* Partnership through developing tools and assessing the health and diversity of the movement.
- Identify, understand and track different stakeholders' needs for monitoring and impact data, including staff members, the Board, members and donors.
- Lead on the development and roll-out of systems to assess the impact of *Girls Not Brides*' support to its members and partnerships and their ability to affect change at a national, regional and global level.
- Ensure the monitoring and evaluation data gathered can be used to tell the story of the child marriage movement.
- Assess the monitoring and evaluation needs of members, and support them to strengthening their processes and impact analysis.
- Develop and implement innovative ways to support peer-to-peer learning at a regional and country level.
- Lead and manage staff members and consultants to support evaluations of particular projects, processes and products, as required.

### Girls Not Brides: The Global Partnership to End Child Marriage

Seventh Floor, 65 Leadenhall Street, London EC3A 2AD, UK, [www.GirlsNotBrides.org](http://www.GirlsNotBrides.org)

Girls Not Brides: The Global Partnership to End Child Marriage is a company limited by guarantee (Reg. No. 8570751) and a registered charity in England and Wales (Reg. No. 1154230)

## **Organisational planning**

- Lead the work plan development process across the organisation ensuring its alignment with the secretariat strategy and support the *Girls Not Brides* team to translate work plans into effective and high impact delivery and measurable outputs and outcomes.
- Develop and implement *Girls Not Brides*' planning and portfolio management processes, ensuring tools are applied effectively and consistently across the organisation.
- Maintain an overview of the organisation's ongoing, upcoming and new projects, mapped against priorities and objectives.
- Advise senior leadership on how *Girls Not Brides* can best utilise its resources to deliver against strategic priorities and ensure value for money.
- Work with the finance team to ensure alignment of budget and spending with annual work plans.
- Input into the development of the 2021-2025 Partnership Strategy including coordinating contributions of different stakeholders and ensuring effective alignment with team planning and monitoring and evaluation processes.

## **Reporting and documenting**

- Prepare a quarterly information pack for senior leadership to report on the progress and impact of *Girls Not Brides*' work and present learning points and recommendations.
- Support the donor engagement team to develop monitoring, evaluation and learning reports for donor grant compliance and relationship building.
- Prepare and present bi-annual monitoring, evaluation and learning reports for the Board of Trustees.
- Identify and develop opportunities for disseminating evidence of what works to end child marriage including through webinars, on-line platforms and in-country convening events.
- Support *Girls Not Brides* members to document lessons learned from their work.

## **Team support and development**

- Support *Girls Not Brides* team members in planning and monitoring and evaluation processes, including through providing tailored advice and support to individuals and devising and delivering engaging whole-team training, as necessary.
- Lead on the planning of the annual whole team Reflection Week.
- Line manage relevant roles, as necessary.

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### **All staff members must:**

- Commit to the mission and vision of *Girls Not Brides*, putting them at the forefront of all planning, work and actions.
- Uphold the core values of *Girls Not Brides* in all areas of work and interactions with colleagues, members, partners and other stakeholders.
- Comply with *Girls Not Brides* policies and processes, with particular note for safeguarding, the code of conduct and data protection.
- Ensure that internal databases and monitoring information are kept fully up-to-date.
- Commit to ongoing personal development and learning.
- Fulfil any other reasonable requests for the advancement of *Girls Not Brides*.

## **Person specification**

### **Essential**

- Significant professional experience in a similar role.
- Undergraduate qualification in a relevant area OR proven experience in a related field plus extensive relevant professional training.
- Applied research skills and advanced understanding of qualitative and quantitative research methodologies.
- Strong analytical skills and ability to interpret and synthesise qualitative and quantitative data and evidence from different sources.
- Strong strategic thinking and problem solving skills and ability to appraise options and adapt plans as required.
- Highly developed relationship-building skills with the proven ability to influence others and successfully embed new ways of working across organisations.
- Experience of designing and delivering engaging training for varied audiences.
- Highly organised with excellent information and database management skills.
- Excellent written and spoken English with an eye for accuracy and attention to detail.
- Proficiency in the latest versions of MS Word, MS Excel, PowerPoint.
- Strong commitment to the rights and protection of young people and vulnerable people.
- Skilled team worker with an inclusive and collaboration approach, in line with *Girls Not Brides* values.
- Skilled decision-maker, able to think analytically, pragmatically and act with integrity.
- Strong strategic thinking and problem solving skills and ability to appraise options and adapt plans as required.
- Willingness to work flexibly and travel internationally, as necessary.

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### **Desirable**

- Experience of working in the international not-for-profit sector.
- Proficiency in Arabic, French or Spanish.
- Experience of gender-based issues.
- Experience of the International Aid Transparency Initiative.
- Programmatic experience of working on child marriage or broader work on empowerment of girls and women.
- A relevant post-graduate qualification in an area such as data management, political science or project management.

### **Safeguarding**

At *Girls Not Brides*, we are committed to the wellbeing, empowerment and rights of children, and to safeguarding children from harm in all of our activities. *Girls Not Brides* aims to promote an environment of trust and understanding where the welfare of children is paramount. You will adhere to the *Girls Not Brides* Child Safeguarding Policy and its Code of Conduct and report any concerns relating to the safeguarding of children in accordance with agreed procedures.

### **Our core values**

- Collaboration
- Determination
- Inclusivity
- Integrity
- Pragmatism
- Respect

### **How to apply**

We are an equal opportunities employer and we welcome applications from all suitably qualified persons. To apply, please send your CV and a brief cover letter demonstrating how you meet the criteria for this position to [recruitment@GirlsNotBrides.org](mailto:recruitment@GirlsNotBrides.org) by 23:00 GMT on **7 February 2020** clearly stating “Impact Delivery Manager” and your name in the subject line.

We regret that due to the large number of applications anticipated, only shortlisted candidates will be contacted.

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