

Position Description



Executive Director Programmes

Organisation

Founded in 2003, The Children's Investment Fund Foundation (CIFF) aims to demonstrably improve the lives of children living in poverty in developing countries by achieving large-scale, sustainable impact. The foundation does this by:

- Finding opportunities to make major improvements to the well-being of large numbers of children.
- Designing investments with like-minded partners to address these opportunities.
- Engaging with partners throughout the investment process to optimize direct and indirect impact.
- Building a portfolio of consistently high-performing investments for children primarily in Sub Saharan Africa and India.

The Foundation focuses on seven priority impact areas:

- Child Survival
- Hunger Alleviation & Nutrition
- Educational Achievement
- Adolescent Reproductive Health
- Early Childhood Development
- Economic Readiness
- Care Environment

With an asset base of over \$2.5 billion, CIFF employs more than 30 professionals in England, Africa and India. CIFF is funded through a hedge fund and strives to couple business acumen and principles with development experience and best practices to transform the landscape for children. It seeks to be the gold standard in grant making and foundation operations.

For more information please visit www.ciff.org

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Position

Reporting to the CEO, the Executive Director, Programmes (EDP) will be part of CIFF's six-member Executive Team. The EDP will have the experience, judgment and flexibility to effectively lead and manage a team of four to six managers and their support teams based in Africa, India, and the UK, operating with a high level of analytical rigor, discipline, and ingenuity. S/he will shape the department and drive the performance of the investment portfolio through rigorous and data centric management, complemented by a willingness to challenge the status quo. S/he will drive and maintain relationships with foundations, NGO's and political entities to continually increase the scope and scale of impact.

This role requires an exceptional leader who is both strategic and analytical with top notch managerial capabilities. S/he must have the gravitas and credibility to work with CIFF's board and high level officials throughout Europe, Asia and Africa coupled with a passion for improving the lives of disadvantaged children.

Responsibilities

Programme strategy and performance

- In concert with the Executive Team, determine goals for the performance of the portfolio and programmes defining and monitoring specific "return on investments," impact and outcomes.
- Provide CIFF staff and board with timely analysis on programme performance, returns on investments, future projections and strategy.
- Develop and enhance existing systems, policies, processes and procedures to ensure programmes meet their goals. Jointly develop analysis and reporting tools to better manage the performance of the portfolio on a timely basis and subsequently prioritize and adapt programmes based on incoming data.
- Work closely with the Executive Team to ensure investments are scoped appropriately, that expected outcomes and measurement techniques are clearly defined and that they can be delivered by the programme team.

Team leadership and management

- Lead in the selection, oversight, training and management of a growing and diverse team of Portfolio Managers.
- Enhance the performance of the Portfolio Managers through effective leadership, coaching and definition of expectations; facilitate and strengthen their ability to problem solve and develop the skills and experience of the members of the portfolio management team.

- Clearly and consistently delegate the appropriate level of decision-making responsibility and reporting to members of the portfolio management team, and ensure appropriate monitoring and control systems in place.
- Document best practices in programmes, programmes management, recruitment, partnerships, monitoring and evaluation, financial management, reporting and programs scaling and sustainability.
- Ensure strong communication between Programmes and the other teams at CIFF, and know how to leverage existing talent at all levels of the organization.

External Partnerships

- Lead a select number of core partner senior level relationships with CIFF's most important programmes and partners.
- Conduct high level negotiations with government ministers, NGO leaders and foundation executives when establishing strategic partnerships that will leverage and magnify the impact of programs funded by CIFF.

Qualifications

- A minimum of an undergraduate degree; advanced degree preferred.
- Extensive professional experience, including significant programme management experience.
- Knowledge of and professional working experience in a developing country, either Sub-Saharan Africa or India preferred.
- Confidence and willingness to both make and defend decisions.
- Excellent decision-making, quantitative and qualitative analytical skills; sophisticated business planning capabilities.
- Proven experience redirecting and managing significant investments/programmes.
- Ability to see the big picture without being distracted by details. Knows how to prioritize and make decisions under pressure.
- A blend of private sector and international development (non-profit) experience with a strong track record of delivering results against goals.
- Proven experience leading, building and working with remote teams and communicating across cultures and country lines. Superior manager with exceptional listening skills who can bring the best to his/her team.
- Data driven and outcomes oriented; can approach situations strategically, methodically and with a high degree of rigor.
- High energy and a self-starter with strong interpersonal skills

- Energized by working in a fast-paced organization that is growing and evolving.
- Willing to travel a minimum of 25%, to Africa and India primarily. Potential for 50-70% travel.

Application Process

The Children's Investment Fund Foundation is an Equal Opportunity Employer and encourages candidates of all backgrounds to apply for this position. The Bridgespan Group, a nonprofit organization, serves diverse organisations and is committed to building high-performing teams that mirror the communities we serve. If interested please email your resume in WORD to edp@bridgespan.org and indicate in your cover letter where you learned of the opportunity. Thank you.