



VP FUND DEVELOPMENT & OPERATIONS JOB POSTING

Position Summary

Reporting to the President/CEO, the VP Fund Development & Operations oversees the direction and coordination of *the equality effect's* fund development, core *equality effect* programs, supports organizational strategy, provides leadership on project reporting, and builds and facilitates strategic partner relationships. The VP Fund Development & Operations serves as a key primary organizational spokesperson and actively engages in outreach for *the equality effect*.

About the equality effect

The equality effect is an innovative charitable organization that brings together leading human rights experts to conduct ground-breaking legal work that advances girls' and women's human rights and empowerment. We develop and implement legal solutions to girls' and women's inequality, including eliminating impunity for rape, through the development of equality research and the implementation of practical equality initiatives in the areas of public legal education, policy reform, and test case litigation. Using international, inter-disciplinary teams, e² creates systemic change that disrupts the existing discriminatory status quo. We recently celebrated the 10th anniversary of our 160 Girls legal victory. This project has set the highwater mark in securing access to justice for the 160 Girls that inspired the adoption of the case, and legal protection from rape for all 10,000,000 girls in Kenya. In 2017, The 160 Girls project was recognized by the United Nations as an international best practice for advancing women's rights and empowerment. To find out more about *the equality effect*, visit <https://theequalityeffect.org/>

This is an incredibly exciting time for *the equality effect*. We are poised to launch the new 160 Girls Prosecution and Judicial (P&J) engagement initiative, building on the success of the 160 Girls project to date, addressing the climate of impunity for rape. We're seeking a VP Fund Development & Operations who shares our passion and commitment for human rights and social change and is eager to bring their energy, enthusiasm and ideas to help lead *the equality effect* into its next chapter. If you're keen to be part of an organization with a proven track record in achieving meaningful equality change and making girls rights real, then we'd love to hear from you!

Our Ideal Candidate

- You are a strategic thinker and experienced fund development leader, ideally with experience scaling equality initiatives.
- An excellent relationship builder who thrives on creating healthy and respectful relationships through your Incredible listening, communication and interpersonal skills.
- You have proven fundraising success, with U.S. and international fundraising experience an asset, and are able to communicate ideas into compelling development proposals and build funder relationships.
- You're organized and detail orientated. No task is too great or too small and nothing slips by your attention.
- You enjoy new learning opportunities and can maintain a positive attitude especially in challenging circumstances. You are comfortable with an "expect the unexpected" work experience.
- You have a demonstrated ability to think strategically, define a vision and establish and execute plans to achieve that vision.
- Your schedule is flexible so that you can manage the peaks and troughs of e² workflow.
- You have experience working in a multicultural, global context.

Fund Development

- Provide leadership, in consultation with the President/CEO, Board of Directors, and with the assistance of volunteers where available, to secure the necessary ongoing funding for the 160 Girls P&J initiative, and related equality programming;
- Identify and cultivate relationships with foundations, government, corporations and individuals to develop a strong fundraising pipeline and donor base;
- Conduct foundation research to determine alignment with *equality effect's* mission;
- Write foundation grant proposals and shepherd the grant making process from initial inquiry, proposal submission and review, to final letter of agreement between foundations and the equality effect. Provide required reports to foundations/donors and develop sustained relationships with foundation staff/donors;
- Identify and develop corporate, community and individual prospects for *equality effect's* fundraising priorities;
- Perform public relations tasks including media work, public speaking and public education.

Operational Responsibility

- Support the management of the 160 Girls Prosecution and Judicial (P&J) project's substantive work, including the organization and execution of the project's knowledge exchange and strategy sessions, the facilitation of subcommittees/action groups to research the priority areas of inequality and develop the project legal theory and strategy, the execution of the project activities so as to ensure all outcomes and outputs are achieved, and project reporting.

- Contribute to the creation of organizational communications that express the unique systemic equality change being achieved by e² relating to women's/girls' equality.
- Develop and implement equality activities such as public legal education, law reform and litigation, to expose the systemic, root sources of discriminatory laws and policies, and achieve reform that results in compliance with international, regional and domestic human rights guarantees. Facilitate the management of collaborative relationships with *the equality effect* human rights partners and colleagues.
- Recruit and facilitate the management of relationships with project volunteers, including 'friends' of the project and subcommittee/action group members.
- Promote *the equality effect's* work with other related organizations, academics and advocates.

Organizational

- Track and report on *the equality effect's* progress to the Board of Directors and the Advisory Committee, 'friends' of the Project, and funders as required.
- Alert the President/CEO to any contentious issues as they may arise and provide analyses and recommendations as appropriate.
- Maintain and seek improvements where appropriate to *the equality effect* infrastructure, including project guidelines.
- In collaboration with *the equality effect's* Finance Director, manage program budgets.
- Contribute content for *the equality effect's* website and social media platforms.

Reporting Relationships, Team Management & Committees

- Report to the President/CEO
- Work collaboratively with the President/CEO and Finance Committee to develop organizational and project budgets
- Supervise *equality effect* program staff or consultants, including support staff or consultants and staff lawyers or legal consultants that may be hired.
- Supervise and provide direction to students working or volunteering to support the projects.

Core Competencies/Skills

- **Leadership:** A proven self-starter with a strong focus on creative and strategic problem solving, Able to work independently and in teams.
- **Client Focus:** Demonstrated ability to listen and respond to people's ideas and manage key constituent relationships, including customers, business partners, etc.
- **Energy and Enthusiasm:** Action-oriented, entrepreneurial, adaptable and innovative in his/her approach to business planning.

- **Planning and prioritization:** Able to manage multiple projects and multiple timelines with the organizational skills and grace of a seasoned pro.
- **Communication:** Able to communicate persuasively and with passion the mission and accomplishments of the equality effect to funders, partners and other stakeholders.
- **Financial Management:** Strong knowledge of preparing program and organizational budgets, drafting reporting documents for funders, and managing contracts with funders, partners and stakeholders.

Qualifications

- Five+ years management experience preferred with proven success in fund development, program planning, achieving targets, and leading staff teams.
- Understanding of human rights and demonstrated commitment and experience with human rights education, action, and change making.
- A post-secondary undergraduate degree. A degree in law, International Development, and/or Finance Management, considered an asset.
- Clear and solid understanding of the issues faced by NGO's, including but not limited to, fund development and management, governance and relationship management.
- Knowledge of personnel policies, practices, and procedures.
- Sound working knowledge of Outlook, Word, Excel, Windows software.

Working Conditions

- Able to work remotely from home (there is an e² office available for use).
- Able to work from e² partner countries on occasion.
- Irregular working hours including working across multiple time zones occasionally.
- Travel required, such as attending project activity launches, board meetings, conferences and promotional events.
- Flexible hours; overtime as required.

Salary Range

- Full time, 2-year contract position, with the potential for renewal dependant upon available funding – the successful candidate having lead responsibility for generating that funding; salary range \$80,000-100,000 CDN.

Inquiries To: The equality effect Hiring Committee, hiringcommittee@theequalityeffect.org, including:

- Resume detailing your experience relevant to the position
- Cover letter explaining how your skills and experience make you an excellent candidate for this position, and any additional information you feel would be beneficial to this hiring process.

The equality effect is committed to being an equal opportunity employer. If information is required in alternate forms during the hiring process (i.e. larger text, face-to-face communication) please let us know.

Closing Date: Friday, September 1st, 2023