

Job Title: Vice President of Programs

Workband: F

Location: Remote/Global

Team: Vice President of Programs is a member of the programs team and the organizational oversight team. In the present accountability structures, they are line managed by the President and CEO and will work closely with the ED of GGF UK while building and working in more self-organized and collaborative ways.

About Global Greengrants Fund

Global Greengrants Fund is a leading funder of the world's grassroots environmental and climate justice movements. Since 1993 we have been growing our networks of activists, experts, donors, and leaders to provide these movements with resources they need to work toward a healthy and just future.

Global Greengrants uses a variety of participatory grantmaking models to provide funding and other forms of support to grassroots groups around the world. We work with over 200 grantmaking advisors from around the world, all of whom are experts and activists, connected with the grassroots movements, issues, and challenges in the regions where they work. These advisors make grantmaking decisions as members of our organization's regional and thematic advisory boards, of local funds which grew organically out of advisory boards in the regions where we work, and of other organizations that share our mission and values. We strive, however, for our grantmaking to be a relationship rather than a unidirectional flow of resources. Relationships built on trust and shared learning are essential to the success of our grantmaking. Our advisors help the organizations they fund with mentoring and connections to larger movements and other institutions. By bringing back ideas and knowledge from grantees, advisors also help their colleagues and broader movements to work out new solutions to the problems that confront them.

Relationships that Shift Power

Global Greengrants supports grassroots movements, working to energize their transformational work for environmental and climate justice. While the impacts of environmental degradation and climate change are vast and varied, ranging from drought, to pollution, to the unjust displacement of communities, they share a common source in extractive systems that dominate our global economy and concentrate power over land and resources in a limited number of actors. Environmental justice movements strive to shift power over land and natural resources back to the people who rely on those resources for their homes and livelihoods, so that communities can ensure their own long-term health and survival. When power and decision making is managed equitably, people and ecosystems thrive. Likewise, climate justice movements center those that have been most impacted by climate change as leaders in climate mitigation efforts, so that the climate solutions the world develops are equitable, inclusive, and meet the localized challenges faced by all communities. Grassroots environmental and climate justice movements are the forces that bring people together and build their collective power to do this work.

Global Greengrants Fund is in a period of transformational change. We have experienced tremendous growth over the past two years and we are thoughtfully, yet rapidly, growing our annual grantmaking, our philanthropic advocacy, and our global partnerships and collaborations to new levels. We are also on the path towards working in more collaborative and self-organized ways, and conducting a Strategic Journey to ensure our transformations remain in alignment with our values and address the climate and justice crises we face. The Vice President of Programs needs to understand the challenges and opportunities that come with these transformations and is able to remain flexible, steady, and adaptable while inspiring the team through change processes.

Vice President of Programs

The Vice President of Programs has a deep understanding of philanthropy and grantmaking and a commitment to climate, environmental, and social justice grassroots movements and their importance in shifting social, political, and economic systems from ones that are vulnerable, unsustainable, and unjust, to ones that are resilient, sustainable, and equitable.

Main responsibilities

- Provide leadership and expertise for the operationalization of GGF's strategic plan to ensure achieving organizational outcomes specifically from a programmatic perspective; ensure that the programmatic work substantively and effectively advances strategic goals, is highly relevant and responsive to context of environmental and social justice movements globally and is aligned with organizational priorities and values.
- Oversee program strategy development, implementation, monitoring and evaluation for GGF's program work ensuring our grantmaking process is robust, responsive and aligned with GGF's values and strategy, that our work generates solutions and addresses challenges and opportunities of our global network, with a particular focus on environmental and social justice movements.
- Ensure strategic alignment, synergy and cross-team integration among the programs team as well as across the development, communications and other GGF teams as well as GGF's global network of coordinators and advisors in their efforts to make impact.
- Actively participate in the leadership of the organization, including participating as member of the Oversight Team, providing valued and solution-oriented input on critical problems, working with others to address programmatic, human resource, financial, legislative issues as they arise to ensure that GGF is effective in achieving its desired outcomes as well as conducting itself as a strong and values aligned organization.
- Provide both strategic and operational advice to the CEO and ED GGF UK on GGF's work in programmatic areas.
- Support GGF staff in enhancing their capacities for planning, monitoring and evaluation, self-organizing and distributed leadership and other general competencies critical for GGF's strong functioning.
- Drive a robust, meaningful learning agenda that facilitates continuous improvement in GGF's work and effectively contributes to environmental and social justice movement-support.

More specifically:

1. Provide leadership and expertise for the operationalization of GGF's strategic plan specifically from a programmatic perspective to ensure achieving organizational outcomes by ensuring that the programmatic work substantively and effectively advances strategic goals, is highly relevant and responsive to context of environmental and social justice movements globally and is aligned with organizational priorities and values.

- Actively participate in the leadership of the organization, including participating as member of the Oversight Team, providing valued and solution-oriented input on critical problems, working with others to address programmatic, human resource, financial, legislative issues as they arise to ensure that GGF is effective in achieving its desired outcomes as well as undertaking itself as a strong and values aligned organization.
- Hold an overarching view of the various program organizational areas, and the work of the global network and assess organizational needs to ensure that GGF systems are enabling the organization to deliver on its work and meet its accountabilities while staying true to its principles.
- Serve as the key program and impact strategist for GGF, providing guidance, support and information to the CEO, ED GGF UK and both boards to inform strategic direction; serve as a thought partner to the CEO and ED GGF UK in program, grant making and movement spaces and provide robust and detailed strategic political and movement support to the CEO and ED GGF UK when required.
- Oversee the programs team in designing and deploying various organizational learning and development programs, tools and change processes that facilitate improved organizational performance and strengthening GGF's practices as an intersectional grantmaking organization.
- Promote an organizational culture of high performance and continuous improvement that values learning.
- Advance the GGF's strategic objectives by networking and sharing information with relevant external stakeholders (including grantees, coordinators and advisors, and donors, feminist, environmental and social justice and/or human rights organizations and other social justice actors) in different select spaces and regions of the world.
- Proactively identify, manage, and mitigate risks to the organization and its board members working closely with the CEO and Oversight Team.
- Represent GGF and participate in donor meetings, conferences, Board meetings and special events as necessary and prepare and deliver public presentations, articles and/or other media products as required to convey highlights coming out from the program work, in line with the strategic objectives for external audiences.
- Ensure partnership, visioning, communication flows are holistic and not duplicative, by developing and maintaining ways of working that facilitate strong cross-team interaction within the organization and the global network.
- Lead the transformation within own role and responsibilities, as needed for the organization and the team, towards developing a more collaborative and self-organized program team.

- 2. Oversee strategy development, implementation, monitoring and evaluation for GGF's program work ensuring our grantmaking process is robust, responsive and aligned with GGF's values and strategy, that our work generates solutions and addresses challenges and opportunities in the world of philanthropy with a particular focus on environmental and social justice movements.**
- Provide strategic vision, direction, guidance and input to the work of the organization including in program strategy development and implementation and the development of systems and procedures to operationalize the work plan in alignment with the overall organizational strategic vision and priorities and the needs of the global network, including:
 - Analyzing the grantmaking budgets and absorption capacity of both the organization and the network.
 - Scenario planning and strategy development for programmatic growth.
 - Ensuring program initiatives and pilots are embedded in organizational strategies and are done in collaboration with other areas of the organization, as well as delivered as planned.
 - Overseeing the learning function and vision, including documenting effective and innovative small grants strategies and learning from and supporting the role of advisors' organizations and networks in supporting successful struggles.
 - Collaborating with fundraising and development teams to ensure strategic alignment regarding fundraising and programmatic goals and objectives.
 - Maintain active and broad external engagement to ensure awareness of social and environmental movement needs and opportunities, as well as a broad understanding of trends and needs in the GGF global network of grantees, environmental justice and philanthropic ecosystems.
 - Oversee research, design, implementation, and dissemination (including in partnerships with relevant research organizations) to advance programmatic strategic objectives as they relate to:
 - Climate justice
 - Healthy Communities and Ecosystems
 - Local livelihoods
 - Right to land, water and resources
 - Gender and environmental justice
 - Right to defend the environment
 - Build, manage and maintain relationships with the global network of advisors, movement actors, and with relevant peer organizations, with the aim to connect with and listen to the voices of the advisory network in guiding our programmatic vision in alignment with GGFs overarching strategy as a network organization. , Work to build collaborations and partnerships to identify gaps and avail of opportunities in strengthening GGF's model of a learning organization.
 - Oversee the provision of proactive, in-depth program analysis, to enhance the organization's leadership and Advisory Board impact, as well as the necessary management reports; conduct regular planning, monitoring and evaluation in collaboration with GGF staff teams, Coordinators and Advisors.

- Provide leadership to the organization in analyzing the feedback from the global network to understand their grantmaking strategies and in developing GGF's political positioning and contribute to the development of GGF's global strategies based on gathered intelligence and analysis.
- Ensure political and operational integration across the work of GGF and that of the different Advisory Boards, maximizing opportunities for learning, thinking and propositions.
- Support the growth of GGF program work and of grantmaking, through the overseeing of all planning processes for program related activities, ensuring that they are coordinated, addressing the needs of the network, meeting global trends, and promoting GGF's mission.
- Ensure collaboration and integration within and across the US Organization, the US programs team, and the UK organization. Work closely with the UK organization and the US programs team to integrate collaborations in programs and exchange of information and other activities relevant to global network.
- Oversee the tracking of our grants progress and lead the development of high quality analysis of the results of our grantmaking and the work of our grantees.
- Co-create tools and systems to support Advisory Boards to sharpen strategy, improve grantmaking and increase efficiency.
- Contribute to the annual organizational budgeting process and ensure strong alignment with annual planning and GGF's defined strategic goals.
- Ensure adherence to approved budget and all internal financial policies and procedures, including timely submission of quarterly and annual budget and variance information
- Oversee the assessment, monitoring and communicating of GGF's program work and practices to a variety of stakeholders, including the leadership team, the Board, funders and GGF's global network partners.
- Work with the Grants Policy Committee of the Board of Directors to set grantmaking policy, and evaluate grantmaking.

3. Team mentoring, development, and support.

- Lead, mentor and provide strategic direction to the program team who may be working remotely in multiple locations across multiple time zones.
- Lead the programs team in meeting their day-to-day needs to reach their goals and self-management in alignment with the organizational vision for self-organized collaboration.
- Mentor the team and individual members to set goals and milestones for success and professional evaluation, accountability, and growth.
- Provide ongoing coaching, mentoring and day-to-day line management support to the programs team in creating the team practices and collaborations to meet their performance goals, reach program goals and ensure program strategies are implemented.
- Create and ensure meeting goals and metrics for success are reflective of how we define progress within self-organization and our strategic plan.

- Lead and integrate steps towards self-management and in ensuring the team has the tools, resources, support, guidance and information they need to reach team goals and maintain a collaborative and trust-based environment.
- Contribute to the development of a high-quality team in the organization through participation in recruitment, evaluation and career development.

Position Specifications

Essential Values and Competencies

- Commitment to the guiding principles, mission and values of Global Greengrants Fund;
- Commitment to a value based intersectional framework and its implications for organizational practices and principles of anti-oppression.
- Transparency and Accountability
- Critical thinking and analysis
- Strategic risk management
- Build strong interpersonal relations from the role - across both the US and UK organizations (up, down and across and externally)
- Influencing & resolving differences across boundaries
- Self-awareness and insight

Essential Knowledge, Skills, Abilities and Experience:

- Significant relevant experience in similar roles in non-profit environmental, development, social/environmental justice, feminist, gender, human rights organization, philanthropy, movement building, grantmaking and/or funding organization.
- Demonstrated experience in creating global program strategies and operationalizing their implementation to address the needs of movements and how movements are supported by philanthropy and meeting the evolving needs of a growing and transforming progressive organization.
- Strong familiarity with social and environmental justice movements and frameworks.
- Proven experience in program planning and implementation, operationalizing strategies to achieve priorities and goals and change management with excellent organization skills and extensive experience in project and program management, ability to develop, monitor and evaluate an operational plan with multiple projects, multiple deliverables and deadlines; ability to plan, organize and lead the implementation of plans and processes.
- Demonstrated capacity to think strategically, innovatively, and analytically, with expertise in complex problem solving, decision making and critical thinking skills, displays good judgment.
- Excellent interpersonal understanding, relationship building and interpersonal skills to build strong alliances with diverse constituencies and manage complex politics, positioning and relationships.
- Strong financial management acumen; knowledge of accounting procedures and protocols, budgeting and financial analysis

- Experience as a leader in ensuring the team meets programmatic milestones and can pivot activities when needed to address new context with the ability to engage team members, build consensus, and build high performance collaborative teams.
- Experience working with diverse communities from multiple identities across the globe, in a virtual environment.
- Fluency in English; proficiency in other languages preferred.
- Strong expertise in the use of various software and a high level of computer literacy (MS Office Suite, Google Apps, instant messaging and virtual team collaboration software such as Trello, Zoom, Slack and Asana and Raiser's Edge or other donor management systems)
- Ability to travel within the US and rest of the world (approx. 8-10 weeks per year).

Personal characteristics

- A transparent and adaptive leader with a commitment to lifelong learning and a drive to mentor, coach, and share leadership and who are able to intellectually drive the vision and ensure that there is space and opportunity for others to come along on its transformational journey while taking meaningful purpose-driven actions.
- Experience and skills to give, receive and work with feedback constructively, with the intellectual and emotional resilience necessary to take up critical responsibilities for an international global organization.
- Articulate communicator, storyteller, and visionary.
- Demonstrated skills as a leader who guides wisely and compassionately through unknowns, motivating teams toward results and developing creative strategies to evolve and embrace new opportunities, while also clear on which opportunities to pass on if they are not strategically aligned.
- Experience in complex human resource management; ability to work with a diverse and virtual team and engage team members, build consensus, and build high performance teams.
- Able to innovate and navigate uncertainty and thrive in seeing and taking up opportunities in the context of the ongoing organizational transformational journey.
- Relevant lived experiences related to GGF's work and community.

Desirable Knowledge, Skills, Abilities and Experience

- Experience of strengthening growing organizations.
- Experience of shared leadership models of work, and more collaborative, self-steering ways of working.