



## Head of Development

**Location:** Home-based in the UK, with occasional national and international travel

**Contract:** Permanent, full-time or 0.8 FTE

**Reporting to:** Chief Operating Officer

**Salary:** c.£60,000 FTE

**Additional benefits:** 30 days annual leave plus public holidays (FTE), life assurance and access to an employee assistance programme

The Head of Development is a newly created role for WeProtect Global Alliance, focused on enabling the sustainability and resilience of our work to end child sexual abuse online. We require a highly skilled and motivated individual who has strong ethical standards and demonstrable commitment to the values of WeProtect Global Alliance.

The successful candidate will demonstrate considerable professional experience in a comparable role. They will have a strong track record in developing comprehensive income generation strategies, securing diverse funding, effectively engaging donors, managing relationships and producing high-quality presentations and reports.

They will have a broad range of skills, from advanced networking and diverse stakeholder engagement to the ability to focus on donor reporting, research into potential funders, grant contracts and analysis of long-term prospects. They will be a strong leader and team-player, inspiring and supporting their colleagues, team members, WeProtect Global Alliance members and external partners.

The role will involve occasional national and global travel.

## About WeProtect Global Alliance

The internet was not created with children in mind and can be unsafe for children to explore. Every phone and computer is a potential gateway for offenders seeking to sexually exploit children. Our Alliance generates political commitment and practical approaches to make the digital world safe and positive for children, preventing sexual abuse and long-term harm.

Our Alliance's geographical reach is unprecedented: 100 countries are members along with 64 private sector companies and 85 civil society and 9 international organisations. This diverse membership is key to our ability to deliver real change. Together, we break down complex problems and develop policies and solutions to protect children from sexual abuse online. More information on who we are and what we do can be found at [www.weprotect.org](http://www.weprotect.org).

WeProtect Global Alliance is supported by a high-performing secretariat of eleven staff based in the UK and Belgium, and is overseen by an influential Global Policy Board.

## **Job description**

### **Overall purpose of role**

To ensure WeProtect Global Alliance secures sufficient and sustainable funding to enable us to fulfil our mission to protect children from online sexual abuse and exploitation. To contribute to the organisation's wider management, strategic delivery and development, as a member of the Senior Management Team.

#### **1. Income generation**

- Lead the development and implementation of the fundraising strategy and workplan, in line with WeProtect Global Alliance's organisational strategy, objectives and priorities.
- Develop and implement strategies for securing new and diverse sources of income, including from governments, trusts and foundations, companies, multilaterals and individuals.
- Carry out research into potential funders, to use in prioritised and tailored funding outreach.
- Oversee the development and delivery of targeted funding outreach, compelling materials, campaigns, briefings and events.
- Develop and coordinate a Fundraising Committee, including members of the Global Policy Board and external experts.
- Identify, engage and support influential Champions for the Alliance who can support our fundraising efforts, in collaboration with the Board and wider Senior Management Team.
- Engage with members of WeProtect Global Alliance to identify and influence fundraising opportunities.

#### **2. Stakeholder engagement and reporting**

- Maintain strong and effective relationships with existing donors, prospective donors and other key stakeholders, through networking, events, in-person and online meetings and producing high-quality presentations and written material.
- Ensure that donor expectations, deliverables and formal grant conditions are clearly communicated and understood throughout the WeProtect Global Alliance team so they can be incorporated into team and individual workplans.
- Lead on effective, impactful and timely donor reporting, tailored to donor conditions and preferences.
- Build and maintain knowledge and understanding of online child abuse and exploitation, to speak with confidence and authority on the issue.
- Maintain detailed and accessible records of funders, potential funders and key dates in the development calendar.
- Work alongside the Operations Manager to maintain the organisational Grant Tracker.

#### **3. Organisational strengthening**

- Measure and evaluate the results our fundraising work to ensure we are achieving our objectives, delivering impact and learning effectively.

- Ensure effective income analysis and fund balance analysis to inform the annual budget and quarterly reforecasts and provide projections for long-term income generation.
- Maintain up-to-date knowledge and expertise on funding issues and developments in the wider sector.
- Provide strategic thought leadership on funding issues, advising the Executive Team and Board on the implications of policies, including trends, risks, and developments.
- Manage or oversee distinct projects related to fundraising, donor engagement, reporting and related systems and database development.
- Monitor and mitigate organisational risk related to development activities in collaboration with the Senior Management Team.
- Ensure ongoing organisational compliance within all development work, such as ethics and consultant contract management.
- Support the other members of the Senior Management Team in advancing work in their areas of responsibility.

#### **4. Senior management responsibilities**

- Support the effective management of WeProtect Global Alliance, including through contributing to organisational and strategic development, programmatic work, risk management, policy and process implementation and external engagement, as directed by the Executive Team.
- Line-manage and support staff roles and consultants as necessary, delegating responsibilities and tasks as appropriate (note: there are currently no direct reports to this role).
- Act as a budget holder, as necessary, complying with the relevant policies and processes, including the Budget Holder Roles and Responsibilities, Delegated Financial Authorities Policy, Financial Crimes Policy and Expenses Policy.
- Represent WeProtect Global Alliance at events, meetings, forums, conferences, and make presentations on behalf of the organisation, as appropriate.
- Attend and actively participate in Senior Management Team meetings, preparing updates, discussion topics and sharing relevant feedback from wider team members.
- Contribute towards the development of relevant contracts, funding proposals, donor agreements, grant management and donor reports.
- Role model organisational values and professional behaviours to other team members.

#### **5. Wider organisational responsibilities**

- Commit to the mission and values of WeProtect Global Alliance, putting these at the forefront of all work and actions.
- Ensure that a commitment to diversity, equity and inclusion is reflected in all work.
- Comply with all organisational codes, policies and processes.
- Attend and actively participate in regular line management check-ins and whole team meetings, preparing updates and discussion topics as necessary.
- Prepare and deliver reports for the Senior Management Team or Board, as necessary.
- Ensure that the CRM, project management documents, impact measurement tracking and other internal databases are kept fully up-to-date.
- Commit to ongoing personal development and learning.

- Travel locally, nationally and internationally for work events.
- Contribute, as necessary, to the detailed planning and delivery of the biennial WeProtect Global Alliance Global Summit.
- Fulfil any other reasonable requests to support the best interests of WeProtect Global Alliance.

## **Person Specification**

### **Essential skills, experience and knowledge**

- Strong commitment to the mission and values of WeProtect Global Alliance.
- Extensive professional experience in a comparable senior-level role in the not-for-profit sector, an international/intergovernmental organisation or a social movement.
- Demonstratable success leading the development of effective income generation strategies.
- Extensive experience of leading and successfully delivering on all elements of the fundraising process, including research, relationship building, proposal writing, grant management and reporting.
- Advanced knowledge of the international funding landscape, with an established network of professional connections.
- Advanced interpersonal, people and networking skills, including a successful track record of establishing and maintaining strong relationships with a diverse range of stakeholders.
- Confident networker with the ability to represent at high-level events and the proven ability to influence and persuade decision-makers.
- Skilled communicator, in both written material (including proposals, reports and correspondence) and speaking, and the ability to effectively adapt information for different audiences.
- Significant experience in grant budget management and income analysis.
- Strong drive for results with the proven ability to think strategically, solve problems and focus on clear and achievable goals.
- Highly organised and systematic, with excellent attention to detail.
- Proactive and able to confidently take initiative and make appropriate decisions.
- Experience of being a part of a management team with responsibility for organisation-wide planning, development and communication.
- Firm commitment to equity, diversity and inclusion.
- High ethical standards and integrity.
- Fluency in spoken and written English.
- Right to work in the UK.
- Willingness and ability to travel occasionally, both nationally and internationally

### **Desirable skills, experience and knowledge**

- Experience of working in an international fundraising context (highly desirable).
- Any lived experience which may be relevant to our organisation, mission and the role.
- Knowledge of child rights, child protection, online harms or closely related issues.
- Experience of youth participation and survivor inclusion.

- A university degree in a related field.
- Fluency in languages other than English (particularly French, Spanish, Arabic and Portuguese).
- Experience of working with geographically dispersed and/or remote working teams.

## Diversity, inclusion and equity

We welcome applicants from all sections of the community, regardless of age, sex, gender (or gender identity), ethnicity, disability or sexual orientation. We particularly welcome applicants from ethnic minorities and other under-represented groups.

## Safeguarding and values

As a child-focused organisation, we have a strong commitment to child safeguarding and rigorous procedures. The successful candidate will be required to provide two referees and to undergo a criminal record check.

All staff are expected to act at all times in a manner consistent with our values and in compliance with our policies and procedures, including our Safeguarding Policy and Code of Conduct.

Our values are:

- **Empowerment** – collaboration, innovation, challenge
- **Accountability** – responsibility, delivery, safeguarding
- **Respect** – honesty, feedback, inclusion

## Recruitment process

Applicants should provide an up-to-date CV as well as a covering letter of no more than two pages setting out why you want to work for WeProtect Global Alliance and summarising how you meet the person specification.

Applications should be sent to Eleanor Munif at [eleanor@weprotectga.org](mailto:eleanor@weprotectga.org) titled 'Head of Development – [applicant's name]'

**Deadline: 10am (GMT), Friday 5 May 2023**