**ROLE PURPOSE**

**Role Title:** Head of Development Effectiveness  
**Division:** Programs  
**Location:** TBC  
**Date:** October 2023

**Employment type:** Full time, Permanent with flexible work arrangements  
**Reports to:** Programs Technical Director  
**Number of direct reports:** >3  
**Leadership Band:** Leads Function

**Purpose of the role:**

The **Head of Development Effectiveness** is accountable for leading the provision of technical expertise related to grant management, partnerships and monitoring, evaluation and learning. The role is responsible for ensuring continuous quality improvement, cost recovery and driving the team to achieve the highest quality impact for the budget spent. This position will ensure similar rigour is applied for all project delivery be it restricted or unrestricted, continually analyse whether assumptions made in program development are realised during implementation and ensure global consistency in development effectiveness activities.

The **Head of Development Effectiveness** will own the outcomes of:

- Manage a team of skilled professionals to achieve the key objectives and key performance indicators of the Development Effectiveness Teams (Monitoring and Evaluation, Grant Management and Partnership) and ensure all direct reports have clear performance goals and development plans which enable them to contribute to the direction of The Foundation.
- Proactively contribute to the development and implementation of the organisational strategy, and lead on the implementation, including reporting, of the Program Results Framework.
- Ensure The Foundations processes support the collection and reporting of project level knowledge, learning and quality data.
- Provide leadership to strengthen policies and procedures and tools of The Foundation which guide and support quality MERL, grant management and working with development partners.
- Collaborating with the Head of Implementation and Business Operations teams to ensure systems are fit for purpose and are supporting the implementation of quality country projects.
- Building capability within and across teams to drive a culture of engagement and collaboration within The Foundation.
- Ensuring alignment of development effectiveness supports with other technical support in concert with the Technical Director.
- Participate in the Program Leadership Group and other Foundation leadership and strategy teams as required, providing technical input into global strategy and standards.

Other tasks as requested by your manager

**Our Capabilities:**

**As a member of The Foundation Family you will:**

1. Live by the values of The Foundation and support The Foundation’s culture, performance and brand.
2. Adhere to all The Foundation’s policies and procedures.
3. Strengthen the health, safety and well-being of all/look out for the well-being.
4. Lead, collaborate and contribute in all interactions.

**Skills:**

- Highly developed analytic skills and commercial acumen
- Skilled in providing strategic and technical guidance and advice

**Essential Experience:**

- Extensive professional experience in international development.
- Program and project management experience related to program funding (including external grant funding), associated reporting and cost recovery.
- Experience reviewing program effectiveness including overseeing monitoring evaluation and learning systems.
- First-hand experience working in a developing country implementing programs.
- Experience working closely with stakeholders and partners to support the development of skills and capacity.
- Designing systems and processes to enable continuous quality improvement and effective program delivery

**Desirable Experience:**

- Experience in public health
- Experience in the eye health sector
- Skilled in providing capacity development, training, and mentoring in a developing country context
- Strong leadership skills to effectively lead and influence teams and groups and engage at the executive level
- Proactive and strategic leader – who prioritises collaboration and communication and can effectively support and engage people across the organisation.
- Ability to adapt as required to work effectively within an evolving, fast-paced and expanding organisation.
- Demonstrated advanced written and oral communication skills.
- Computer literacy including a high proficiency in Excel and ability to prepare and analyse data and produce graphical outputs.
- Outstanding organisational and time management skills including the ability to prioritise and multi-task work.
- Outstanding interpersonal, facilitation, negotiation and presentation skills

| Qualifications: |
| Master’s Degree in International Development or related field |

| The position involves: |
| This position is recognised as having “Contact with Children” either direct or indirect. This position does involve “Working with Children” either direct or indirect. |

| Travel: |
| This position requires travel domestically and internationally |

| Additional Responsibility: |
| Ensure that the work for which they are responsible is carried out in ways, which safeguard the health and safety of workers. |

| To work in The Foundation, you will: |
| - Be eligible to work in Australia and other regions where you will be based |
| - Undergo background check including criminal records and qualifications check |
| - Undergo working with children check for positions that are identified as working with children |