

ROLE PURPOSE



Role Title: Global Safeguarding Manager

Division: Enabling Services – Legal, Governance, Risk & Compliance (LGRC)

Location: Sydney or Melbourne

Date: September 2025

Employment type: Full time, Permanent

Reports to: Senior Global Compliance Manager

Number of direct reports: None. Matrix oversight of safeguarding focal points and CP/PSEAH Officer

Leadership Band: Leads Self

Purpose of the role:

The Global Safeguarding Manager is accountable for leading and overseeing Safeguarding People and harm prevention across The Foundation globally. The Global Safeguarding Manager is the Global Procedure Owner for the Speak-Up – Concerns/Complaints & SUI Handling process. The role ensures systems, capability and culture protect people and meet external standards (DFAT, ACFID and others); provides expert advice; and maintains effective training, assurance and reporting across countries and partners. In addition, this role will lead and coordinate FHF's Safeguarding Forum, a cross-functional group of SMEs focused on FHF's key risk areas.

The Global Safeguarding Manager will own the outcomes of:

1. Governance, policy & system stewardship: Support the implementation and maintenance of ORG-003 Safeguarding People Policy; schedule reviews/updates; set practice standards; appoint and support the Child Protection & PSEAH Officer and coordinate a network of Safeguarding Focal Points.
2. Speak-Up & incident management: Support the global procedure for concerns/complaints and SUIs; ensure survivor-centred, trauma-informed, fair processes; convene and lead incident investigation governance with General Counsel, Whistleblower Protection Officer and relevant SMEs; manage donor or statutory notifications and after-care; maintain the Safeguarding register.
3. Training, capability & culture: Design and execute an annual global safeguarding capability plan (staff, partners, consultants, visitors); track completions and renewals; integrate lessons learned and trend insights; champion a visible speak-up culture.
4. Partner due diligence & assurance: Advise on safeguarding elements of partner DD, capacity assessments and periodic reviews; maintain an enterprise view of status and critical gaps; drive time-bound remediation and escalate red-line issues.
5. External compliance & donor engagement: Ensure compliance with DFAT Child Protection Minimum Standards, DFAT PSEAH Policy and the ACFID Code; coordinate inputs for accreditation/assurance and respond to external reviews.
6. Risk, monitoring & insights: Embed safeguarding risk into program design, partner management and travel/visitor processes; maintain risk/incident registers; produce actionable insights for Senior Leaders and Board committees.
7. Continuous improvement & cross-functional leadership: Partner with People & Development, Programs, Country Offices, Clinical Safety, Security, Technology and Communications to embed safeguards into recruitment, induction, content creation and data protection.
8. Collaboration with POD and Quality & Learning: Work in direct partnership with People & Development (POD) and Quality & Learning teams to integrate safeguarding into workforce planning, learning frameworks, and organisational capability initiatives.

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.

Essential Experience:

- 4+ years' experience in a safeguarding role within an INGO or comparable contexts.
- Demonstrated experience leading sensitive investigations and coordinating multi-disciplinary incident teams with survivor-centred practice.
- Proven track record delivering global training and building partner capability across diverse contexts.
- Hands-on experience with safeguarding due diligence and risk-based assurance for partners.
- Working knowledge of DFAT Child Protection Minimum Standards, DFAT PSEAH Policy and ACFID Code of Conduct.

Skills:

- Highly developed communication skills, both written and verbal and adaptable to cultural nuances.
- Strong critical thinking and analytical skills.
- Highly developed goal setting and prioritisation skills.
- Proactive, enthusiastic and willing to take a 'hands on approach' when needed.
- Integrity and discretion.

Desirable Experience:

- Experience designing safeguarding controls within program cycles and MEL.
- Familiarity with health/clinical contexts and SUI thresholds.

Qualifications:

Degree in Human Services (Social Work, Psychology, etc.) or equivalent child/adult safeguarding experience.

The position involves:

This position is recognised as having "Contact with Children" either direct or indirect (***note: all positions are classified as having indirect or incidental contact with children***)

Travel:

International and domestic travel as required (up to [insert %]).

Additional Responsibility:

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

This role purpose defines the broad accountabilities of the positions, which may change based on organisational need. Please refer to the divisional, team and individual work plans for more specific details

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