

PHILANTHROPY FOR SOCIAL JUSTICE AND PEACE NETWORK

Background

In 2007 an initiative was funded by the Ford Foundation to convene a small group of philanthropic practitioners and advocates to:

- Reflect on the meaning, practice and impact of philanthropy for social justice and peace;
- Identify, create and share tools and knowledge to strengthen its practice; and
- Engage individuals and organisations interested in increasing philanthropic support towards this area of work.

The group came to be known as the Working Group on Philanthropy for Social Justice and Peace. In 2009 the Working Group organised a meeting in Cairo, Egypt, which brought together 100 local, regional and global leaders from foundations, philanthropic infrastructure organisations and activist organizations from around the world to build connections and to deepen the practice of philanthropy for social justice and peace. The Working Group has since developed a plan to transform itself from a small group into a managed global community of practice committed to deepening and expanding the practice of philanthropy for social justice and peace.

Our interest in building this network both honours and recognises that there are many individuals and groups committed to, and working on these issues. We believe that a contribution we can make is to create a mechanism to incubate, catalyze and facilitate new work and to link with those individuals already engaged in the work.

The Working Group has drawn up a Charter which encompasses the purpose, guiding principles and operating policies by which the Philanthropy for Social Justice and Peace Network will be managed. It has also retained the support of a Working Group Coordinator (Linda Guinee – Interaction Institute for Social Change) and it now wishes to recruit a committed and experienced Network Coordinator to develop and support the Network, which will seek to extend and deepen practices that advance social justice and peace on a global basis.

Job Description

Job Title: Network Coordinator

Responsible to: Designated Working Group Management Team Member(s)

Salary Scale:

The pay scale will be commensurate with relevant local rates

Fixed Term Contract:

This Post is a 1-Year Consultancy – Renewal may be possible

Location:

As it is the aspiration of the Working Group to work for the development of a truly global network of practitioners, the location of the post is open for negotiation. There is, however, a preference for a global south dimension.

Summary of Main Responsibilities:

The Network Coordinator will be responsible for helping to build and sustain a philanthropic network committed to social justice and peace outcomes by the following:

- (i) Identify and reflect members' needs and interests in order to ensure the operation of an effective network.
- (ii) Organize (or partner with network members to organize) activities to improve the practice of philanthropy for social justice and peace.
- (iii) Provide the support necessary to build relationships and organise and weave the network by actively supporting connections between network members and initiatives and other initiatives; using existing meetings, convenings and conferences to connect members; and as appropriate, and needed, playing a convening role.
- (iv) Work with members of the Management Team of the Working Group on Philanthropy for Social Justice and Peace to manage funding, design a fund development strategy and raise new funds.
- (v) Identify potential members of the Network and facilitate their active participation.

Specific Duties:

The Network Coordinator will work closely with the Working Group Coordinator (Linda Guinee – Interaction Institute for Social Change) to implement the Vision, Charter and Development Plan of the Working Group for Philanthropy for Social Justice and Peace. Specific duties will include –

- (i) Developing a 2-year Action Plan for the establishment of an effective Community of Practice network.
- (ii) Preparing such materials as will be required to support the development of the network.
- (iii) Supporting the Working Group in the implementation of the Fund Development Plan and actively raise new funding for the continuation of the Network.
- (iv) Building relationships with the members of the Network, identifying their needs and developing and maintaining lines of communication both with, and between, network members.
- (v) Identifying opportunities to utilise and develop the knowledge, tools and skills identified by the Network in order to advance philanthropy for Social Justice and Peace.
- (vi) Working proactively to identify potential members for the Network in areas of the world where there is a paucity of members.
- (vii) Maintaining links with other appropriate networking organisations and philanthropy support structures in order to ensure that the Network can be profiled and can maximise its range of contacts and impact.
- (viii) As required, to offer a convening role on behalf of the network and the Working Group on Philanthropy for Social Justice and Peace.
- (ix) Establishing effective financial and administrative systems to provide an operational base for the network.
- (x) Working with the Working Group Coordinator to implement a communications strategy for the Working Group and to contribute to the maintenance of a network platform.
- (xi) Approaching, and identifying (as required), new members of the Network and promoting their participation in the network.
- (xii) Providing reports and position papers for both the Working Group and the Management Team as required.

This will be a challenging position which will require the post holder to be fully committed to the vision and values of philanthropy for social justice and peace. The post will suit a highly motivated individual with a proven track record of being able to work on his/her own initiative.

Conditions of Service

- (1) Period of Employment:
1-year consultancy contract, full-time, with the possibility of renewal based on performance and fundraising.
- (2) Travel:
The post will require an ability to undertake regular travel for which travel costs will be paid.
- (3) Location:
Preference for global south but open to discussion.

For further Information contact:

Linda Guinee
Working Group Coordinator
lguinee@interactioninstitute.org

Closing date for receipt of completed applications is 15th September 2011.

Person Specification

Network Coordinator

Working Group on Philanthropy for Social Justice and Peace

Knowledge

1. An in-depth knowledge and understanding of social justice both as a framework for action and a principled approach to philanthropy
2. A thorough understanding of the principles and practices of philanthropy and philanthropic organisations.
3. An in-depth knowledge and experience of community organizing and the operation of networks and network approaches to organizing.
4. Awareness of contemporary social, economic, environmental and political issues.

Skills

1. The ability to communicate effectively, both orally and in writing.
2. The proven ability to undertake network animation work.
3. The ability to work collectively and effectively with both the Working Group Coordinator and the Working Group and Management Team members.
4. The ability to demonstrate good inter-personal relationship skills.
5. The ability to relate to other networks and organisations with an interest in philanthropy for social justice and peace and to broker their services, where appropriate, in order to maximise the impact of the network.
6. The ability to provide support and facilitation to network members on issues relating to Philanthropy for Social Justice and Peace
7. The ability to demonstrate competent administrative and fundraising skills.
8. The ability to communicate effectively, both orally and in writing.
9. The proven ability to manage a project budget and to prepare financial reports will be regarded as desirable.

Experience/Qualifications

1. The experience of working on either an international or multi-country/cultural basis, especially in the Global South
2. A thorough understanding of the principles and practices of philanthropy and philanthropic organizations
3. A minimum of 4 years direct experience of working within a community organizing and/or network context.
4. Proven fundraising experience
5. While written and spoken English is essential, the ability to communicate in Spanish and/or French will be regarded as desirable.
6. Experience coordinating convenings will be regarded as desirable.
7. A degree or other completed third level educational qualification in a relevant discipline will be regarded as desirable.
8. The experience of working for a philanthropic Foundation will also be regarded as desirable.

Work Related Circumstances

1. A willingness to work away from the job location, and work unsocial hours, if necessary.
2. The ability to work on one's own initiative and to demonstrate evidence of support for the aims and values of the Working Group on Philanthropy for Social Justice and Peace is regarded as essential.