INDIA CHILD PROTECTION FUND - DIRECTOR, GRANTS & PROGRAM SUPPORT

Position: Director

Team: Grants & Program Support

Reporting: Chief Executive Officer

Purpose: As the primary point of service for ICPF donors and grantees, he/she shall lead the Grants & Program Support team which raises funds for ICPF, disseminates funding to grantees, and supports their work.

Location: New Delhi, India

ABOUT US

The India Child Protection Fund (ICPF) is a new social impact fund, focussed on child protection. The mission of ICPF is to serve the child protection ecosystem by supporting grassroots action and activists, identifying and scaling out sustainable solutions, investing in bold innovation, leveraging technology, and promoting strategic and coordinated efforts at all levels. It is headquartered in New Delhi, India and shall invest in child protection initiatives in India, Nepal and Bangladesh.

The exploitation of children, particularly child trafficking, is a highly organized and complex crime which operates across state and national borders. In order to combat this crime, civil society's response needs to be more strategic, organised and sustainable, and backed by empirical evidence. ICPF is mobilizing regional philanthropies and international donors to funnel their resources into a strategic and holistic strategy aimed at solving the problem. Driven by activists and grassroots experience, ICPF shall fundamentally transform the donor-grantee ecosystem in the region. It shall create a level playing field for funding, define sector standards, build capacities, promote greater collaboration and enable bold, data-driven approaches and innovations.

PURPOSE

The Director, Grants & Program Support shall lead the core granting function of ICPF. This involves three streams of work:

1. Raising funds for ICPF from national and international foundations, funds, philanthropies, companies and High Net-worth Individuals (HNIs)
2. Disseminating these funds to grantees working on ICPF's mission
3. Providing grantees and partners the necessary support, including capacity building and technical support, to achieve our collective goals

KEY RESPONSIBILITIES

The Director, Grants & Program Support shall have the skills and experience to deliver on the Key Performance Indicators (KPIs) in the following areas:

1. **Strategic Planning and Execution**

a. Fundraising

- Develop a fundraising strategy and set targets to execute the ICPF Annual Action Plan, in consultation with other teams and ICPF leadership
- Lead ICPF fundraising activities with foundations, funds, philanthropies and HNIs, nationally and internationally
- Develop and nurture long-term strategic partnerships with donors
- Respond effectively to the changing fundraising needs of the organisation
- Ensure that ICPF is updated on and is tapping into the latest funding trends and developments in the sector, including identifying potential opportunities

b. Grant-making

- Design and manage the grant-making and fund dissemination process in compliance with ICPF and donor regulations
- Ensure a meritocratic and transparent grant-making process where grassroots organisations and activists can compete fairly
- Ensure agile, efficient and high-quality internal grants selection process, in close coordination with the Investment Committee and relevant teams
- Ensure compliant and ethical due diligence of grantees
- Ensure compliant and comprehensive grants award documentation

c. Program Support

- Ensure that grantees receive the ongoing support, capacity building and technical inputs they need to achieve the program outcomes
- Manage shared services for grantees which may include support with hiring, data management, communication and design, legal and budget management
- Ensure that grantees have an open and trusting relationship with their ICPF Relationship Manager (point of contact at ICPF)

2. **Leadership & Organisation Development**

- Lead by example and ensure that ICPF's organisation culture and the behaviour and decisions of its associates are aligned to serving the child protection system and solving the problem
- Ensure a shared understanding of organisation values, the team's strategic priorities and where the team fits into the larger mission of ICPF, as per the internal communications strategy
- Build a strong, passionate, motivated and competent team, which receive the guidance, professional development opportunities, support and resources to perform their roles with efficiency
- Conduct quarterly and annual appraisals to ensure that KPIs of team members are monitored and achieved, and timely corrective action is taken where needed such that the mission of ICPF is always on track

3. **Representation on External Platforms**

- Network and liaise with key partners (donors and grantees) through regular meetings, communication and participation on national and global child protection and education platforms
- Represent the mission, vision and strategies of ICPF on external platforms in a coherent, accurate and strategic manner

4. **Governance**
    - Ensure compliance of the team with board-approved internal policies and governance framework
    - Participate in the development of the strategic ICPF Annual Action Plans
    - Provide regular updates on progress and challenges to the CEO and participate in the overall governance of the organisation as part of the Management Committee

REQUIREMENTS

- Master's degree or equivalent in a relevant domain
- Technical expertise in child protection issues
- 10+ years relevant work experience in project management, grants management, business development, partnerships or other relevant roles
- Fluency in English and Hindi, spoken and written. Fluency in an additional regional Indian language is an advantage
- Strong communication skills, written and verbal
- Problem-solving and analytical capabilities, with the ability to develop creative and simple solutions for challenging problems
- Values-alignment with ICPF and a passion to solve problems of child protection
- Team management skills
- Strong computer and digital literacy including advanced use of MS Office