



POSITION: Senior Global Operations Manager

REPORTING TO: Director of Transformation and Philanthropy Services

REMUNERATION: Negotiable

LOCATION: Amsterdam

START DATE: ASAP

Laudes ——— —— Foundation

We are a new, independent foundation joining the movement that is responding to the dual crises of climate change and inequality by supportive, brave, innovative efforts that inspire and challenge industry to harness its power for good.

Laudes Foundation provides our partners with philanthropic capital, expertise and connections. We work collectively with and through specific industries to help catalyse systems change. At the same time, we influence those working in the global financial system to redirect the flow of capital to ensure investment encourages good business practices.

We work with businesses, shareholders, investors, workers and producers to create a new definition of value beyond shareholder value alone. This means rallying thought leaders and academics to make that definition credible; supporting civil society to make it plausible; mobilising media and movement-builders to make it desirable; influencing policymakers to make it effective; engaging financiers to make it feasible; and empowering citizens to make it beneficial.

We champion transparency, equity and diversity, innovation, and collaboration, and we both learn from our peers and partners and share our insights and knowledge widely.

ROLE SUMMARY:

The Senior Global Operations Manager will oversee the efficient and effective grant management lifecycle (from pipeline to exit) and the foundation's global operations, ensuring the foundation works in a professional and globally aligned way.

Responsibilities:

Operations: Oversee and refine in consultation with all service users, the foundation's operational support, logistics and administration to deliver the foundation's objectives. Working with other teams in Philanthropy Services (particularly the policy house team in legal/governance, operational excellence, and finance) ensure operations have the right procedures, processes and controls in place to support the foundation's impact and efficiency objectives

Grant Management: Refine and oversee the execution of a high-quality grant lifecycle (from pipeline to exit) and develop and manage the tools and platforms to enable effective, efficient and controlled grant management. In conjunction with Programmatic, EP, Communications and other Philanthropy Services

teams, update and continuously improve the grant management process, and lead the communications and training of global staff as relevant

Team Effectiveness: Develop operating procedures with relevant service levels and performance targets to make teams more efficient and effective, while ensuring a controlled environment. Introduce change and improvements following the organisation's agreed methodologies, working in conjunction with other departments and Global Solutions.

Learning: Work closely with Effective Philanthropy and other Philanthropy Services teams to identify learnings across the foundation and apply them to the grant life cycle and operational support to drive improvements to make the foundation more effective in achieving its objectives

Collaboration: Engage with peers in the industry and participate as a member (and where relevant, leader) of learning groups to understand external best practice in the field of grant management and apply this to the foundation's operations

Project Management: Support the development of new and changing technology, processes and controls within the foundation with an emphasis on user representation (Global Operations and end users) in requirements definition, detailed design and testing/implementation

Budget Management: Manage the Global Operations budget, which constitutes part of the Philanthropy Services budget, being accountable to the COO

People Management: Support, manage and develop the Global Operations team to deliver on their individual and team objectives and key performance indicator

Minimum Requirements

- Deep operational expertise, with substantial technical knowledge of how a foundation can operate efficiently and effectively
- Experience delivering operational improvements in a social impact environment
- Thorough understanding of the grant-making process, ideally with a large global foundation background
- Experience of managing the administrative, logistic and support needs of a diverse and widely distributed organisation
- Management experience with a proven track record of inspiring and motivating dispersed teams and building a culture of high performance, collegiality and ambition
- Fluent in English and preferably at least one other language of the countries where the foundation is active

How to apply

Interested applicants should submit the following by e-mail to nuriah@ngorecruit.com quoting reference number **NLF001**:

- A CV (in Word or PDF format) of not more than 3 A4 pages
- A cover letter outlining your experience and skills as an operations manager in a global setting

Application Deadline: **9 February 2021**.

Interested applicants are encouraged to **apply ASAP**. Only shortlisted candidates will be contacted.

For more information about Laudes Foundation, visit their [webpage](#) and social media pages: [LinkedIn](#), [Twitter](#), [Facebook](#).