



Championing health and human rights with community-based partners to respond to the AIDS pandemic in sub-Saharan Africa.

www.stephenlewisfoundation.org

DIRECTOR OF PROGRAMS

STATUS: Full-Time, Parental Leave Contract (12-15 months)

SALARY: \$139,958

LOCATION: Toronto, ON (Hybrid)

APPLICATION DEADLINE: August 24, 2022

Are you a senior leader with experience in granting and partnerships and a commitment to anti-colonial funding practices? Are you keen to work for an organization that centres the expertise of community-led organizations and works in solidarity with them to address the inequities that are driving the HIV pandemic?

WHO WE ARE

The Stephen Lewis Foundation (SLF) is a dynamic, collaborative, feminist organization with an unwavering commitment to supporting grassroots organizations across Africa in countries hardest hit by the AIDS pandemic. The work unfolding in these communities is ground-breaking, as lives are rebuilt, rights are reclaimed and resilience re-forged. We are passionately committed to our partnerships and this model of working is infused into the fabric of our day-to-day work.

The Stephen Lewis Foundation partners with community-based organizations which are turning the tide of the HIV and AIDS pandemic in sub-Saharan Africa by providing care and support to women, children, grandmothers, LGBTIQ communities, and people living with HIV and AIDS. Since 2003, the SLF has funded over 2100 initiatives, partnering with more than 335 community-based organizations.

WHAT YOU WILL DO

As a member of the executive leadership team, and reporting to the Executive Director, the Director of Programs works to advance the development, management, and funding of the Stephen Lewis Foundation's partnerships with community-led organizations in sub-Saharan Africa. The Director of Programs provides leadership, supervision

and management support to the Programs team while collaborating closely with other departments to maximize opportunities for fundraising and movement building.

Funding Partnerships

- ✓ Provide strategic leadership for the department responsible for funding partnerships with community-led organizations.
- ✓ Provide strategic oversight and direction for the SLF Programs portfolio of partner organizations including reporting, budgeting and agency agreements.
- ✓ Ensure program policy and implementation meets CRA requirements for partnerships.

Monitoring, Evaluation, Impact and Learning

- ✓ Support the process for monitoring and evaluation to inform the direction of existing partnerships.
- ✓ Support the implementation of a new strategy for gathering, analyzing and sharing learnings and impact of partnerships and SLF funding and approach.

Program Implementation

- ✓ Working closely with the Director of Communications, support the implementation of a special initiative to demonstrate the impact of community-led organizations.
- ✓ Actively participate in the organization of an international gathering of African and Canadian Grandmothers and the support for national grandmothers movements.
- ✓ Lead on the fulfillment of SLF requirements of a Government of Canada grant for LGBTIQ organizations working on mental health.
- ✓ Support the launch of a resource guide highlighting transformative, feminist approaches to trauma in an African context

Cross-organizational collaboration

- ✓ Provide overall oversight of partnerships to ensure donor compliance, and support grant management and reporting.
- ✓ Collaborate with communications and fundraising departments to ensure they have the necessary information on programs and partnerships needed to advance their fundraising and awareness raising objectives.
- ✓ Provide insight, learnings and connections with partners to advance advocacy efforts in support of community-led organizations.
- ✓ Represent the organization at public events, with the media, with donors, and in sectoral networks as needed.

Leadership

- ✓ As part of the Senior Leadership team, contribute to the stability and growth of the Foundation and the achievement of the organizational strategic plan.
- ✓ Support the program team in the realization of departmental annual strategic goals and performance metrics, and lead operational planning and budgeting.
- ✓ Manage a team of professional employees and external consultants.
- ✓ Increase staff capacity through a supportive and collaborative approach.
- ✓ Oversee activities, performance, and development goals; manage accountability and establish priorities for the team and/or consultants as needed.

WHAT WE LOOK FOR

- ✓ Minimum 8-10 years experience in a senior management role ideally in international development and/or a granting organization.
- ✓ Experience in grant making and in narrative and financial reporting.
- ✓ Experience in monitoring and evaluation, impact assessment and knowledge sharing
- ✓ Personal commitment to the values of feminism, anti-racism, anti-colonialism and gender equality.
- ✓ A strong understanding of the current issues around HIV and AIDS, particularly in sub-Saharan Africa.
- ✓ The ability to think strategically, anticipate future consequences and trends, and incorporate them into organizational planning.
- ✓ The ability to effectively build organization and staff capacity, developing excellence in individuals and teams and the processes that ensure the organization runs smoothly
- ✓ Demonstrated ability to build and maintain relationships with a diverse array of people including partners, the board of directors, staff, and donors.
- ✓ Excellent ability to communicate with warmth, professionalism and clarity, in writing and in person
- ✓ Energetic, flexible, collaborative, and proactive; a team leader who can positively and productively influence initiatives
- ✓ An ability to manage and prioritize multiple responsibilities and demands, and tight timelines.

WHAT WE OFFER

- ✓ 4 weeks vacation, sick and personal days
- ✓ Comprehensive benefits package (health, dental, vision)
- ✓ Competitive wages; The SLF is certified by the [Ontario Living Wage Network](#)
- ✓ Hybrid remote work schedule and flexible hours to promote employee wellbeing
- ✓ Top-up for maternity/parental leave and sick leave

HOW TO APPLY

Submit your résumé and cover letter to careers@stephenlewisfoundation.org, indicating “Director of Programs” in the email subject line. While we thank all applicants for their interest, only those selected for an interview will be contacted.

The Stephen Lewis Foundation requires all new hires to be fully vaccinated against COVID-19. Applicants who receive an employment offer will be required to provide proof of vaccination as a condition of employment or have a valid medical or other Human Rights Code-related exemption.

The Stephen Lewis Foundation promotes feminist and anti-oppression principles and is committed to diversity and inclusion. We welcome applications from racialized persons/persons of colour, women, Indigenous peoples, persons with disabilities, LGBTQ2S+ persons and people with lived experience of HIV and AIDS.

The Stephen Lewis Foundation is an equal opportunity employer.