

# Global Manager of Programs

## DESCRIPTION

### The Organization:

The Refugee Solidarity Network's (RSN) mission is to protect and expand the rights of refugees. We do so by building capacity of local legal actors in key host countries, advocating for rights-based refugee assistance policies and programs, and raising awareness of the refugee experience.

### Position

We are looking for a highly organized and self-motivated individual to help manage existing programs and to assist with programming sustainability as an integral part of broader organizational planning and development.

The Global Manager of Program's efforts will allow for smoother management within the organization, while enabling greater visibility of RSN's current programs carried out in partnership with NGOs in refugee host states involving service-delivery, capacity-building, advocacy and research. In so doing the position will look to elevate RSN's unique role in enabling such programming. The Manager will help ensure sustainability for long-standing programming serving refugees in Turkey and elsewhere by cultivating and maintaining relationships with a variety of stakeholders and donors.

This position will report to the Executive Director and work in close collaboration with other US-based staff and international partner office staff. RSN is a dynamic and mission-driven organization and staff are afforded an opportunity to contribute to various aspects of the organization's development and activities.

Candidates must be well-versed in international human rights and refugee law, humanitarian assistance and economic development, as well as marketing and communications. Experience developing and fostering relationships with major donors is highly preferred.

### Responsibilities:

- Formalizing and improving communication plans at organizational and program levels
- Surveying prospects for establishment of affiliate entities in identified jurisdictions
- Creating sustainability plans for all programming, including detailed analysis of component activities, including contributing to measurement of activity impact
- Contributing to production of content that highlights programming achievements and impact
- Coordinating with local partner staff regularly on agenda items and strategy at national and international level
- Contributing to outreach efforts for pro bono partnerships and law firm relations
- Supervising relevant staff
- Contributing to prospecting and grant writing in order to sustain and complement existing State Department-funded project to provide legal assistance to refugees in Turkey and capacity-building for Turkish lawyers, as well as conducting outreach and fostering relationships with donors

- Other organization-wide support as needed

Qualifications:

- At least 4 years experience planning, managing and implementing human rights programming
- J.D. or master's degree in a relevant field of social science. Equivalent experience in the international development, international human rights, or nonprofit sector will be considered.
- Experience managing personnel
- Excellent research, writing, and legal analysis skills
- Comfortable with public speaking
- Willingness to travel internationally as needed
- Ability to multitask and independently organize workflow
- Strong project management skills
- Ability to work efficiently and independently
- Strong interest in global social justice and human rights
- Cultural sensitivity when working in international contexts
- Flexibility and willingness to contribute to all areas of organizational operations, including fundraising and event planning

**HOW TO APPLY**

Please send your cover letter and resume to [jobs@rsn.ngo](mailto:jobs@rsn.ngo) Include the position title and your name in the subject line.

Due to limited capacity, only short-listed candidates will be contacted. Thank you for your understanding.

RSN is an equal opportunity employer that does not discriminate on the basis of sexual orientation, race, religion, gender, class or any other characteristic. We encourage applications from under-represented communities and especially those with refugee backgrounds.

**SALARY**

Commensurate with experience.

**BENEFITS**

Medical, dental, and vision insurance options available with generous employer contribution. Other fringe benefits as per organizational policy and capability.