

International Program Director

Location: Asia

About International Sanctuary:

International Sanctuary provides hope and dignity to survivors of human trafficking. Since 2007, International Sanctuary has helped young women rebuild their lives through employment and education opportunities. Survivors work within the social enterprise, PURPOSE Jewelry, producing handmade jewelry, managing inventory, and fulfilling orders. Through education, survivors attain personal and professional goals. International Sanctuary exists to empower survivors of trafficking to embrace their true identity and worth.

Position Description

Reporting to the Chief Operating Officer, the Program Director will have the overall operational responsibility for the success of International Sanctuary's social program that directly employs survivors of human trafficking the opportunity to rebuild their lives through employment, education, and others services. Key responsibilities include program definition and delivery, sanctuary operations and program expansion with primary focus of high quality participant care and team management and development,

Responsibilities

Define Program

- Define social program strategy and overall approach for participant empowerment and education within a workplace setting
- Develop program operational, organizational, and financial plan. Plan, develop, and implement standard program curriculum, policies, procedures, activities and services to in line with our values and beliefs and stated objectives
- Determine and monitor program success measures, using a balanced scorecard approach to consistently and objectively track program performance and technology as a management reporting tool to develop and implement the program evaluation systems.
- Enhance program in line with best practices in trauma informed, educational, and business leadership

Operate Healthy and Productive Workplace Communities

- Recruit, onboard, and develop high quality leaders for each sanctuary.
- Supervise the most senior leader of each sanctuary (e.g., Executive director) is leading by example.
- Ensure effective systems to track progress against strategic and tactic goals, and regularly evaluate program components, so as to measure successes that can be effectively communicated to the president

Expand The Number of Sanctuaries

- Develop expansion plan in support of International Sanctuary's strategic plan
- Define new sanctuary opening approach, timeline, team, and financials
- Identify and form partnerships to accelerate expansion
- Successfully open new sanctuaries in line with expansion plan, with a focus on recruiting and developing leadership staff
- Expand sanctuary leadership capabilities through recruiting, development, and succession planning
- Foster teamwork across the sanctuaries, sharing resources as appropriate

Production:

- Ensure production at each sanctuary is aligned to the annual sales plan and targets
- Cultivate the balance of production and case management to build a healthy sanctuary culture
- Oversee sourcing of materials, modeling process, and activities related to production
- Ensure culture of each sanctuary aligns with organizational mission and production is a complimentary activity
- Ensure production and delivery schedule commitments
- Actively engage to troubleshoot production issues in conjunction with Executive Director of each sanctuary

Leadership & Management:

- Consistently demonstrate the core values of the organization, and ensure organizational culture reflects the core values.
- Develop and lead a high-performing team that achieves the organization's strategic and missional objectives.
- Ensure strong working relationships between program, social enterprise, and administrative departments, as well as international and domestic operations.
- Actively engage and energize the organization's participants, staff, interns, and partnering organizations
- Cultivate a strong and transparent working relationship with the President and leadership, ensuring open communication about the measurement of financial, programmatic, and impact performance against stated milestones and goals.
- Ensure effective systems to track social program progress against strategic goals, and regularly evaluate program components, so as to measure successes that can be effectively communicated to the board, funders, and other constituents.

External Relationships:

- Build strategic partnerships with other organizations to pursue strategic objectives.
- Be an external local and national presence that promotes the work of the organization.

Qualifications:

- *Passion for Serving Survivors of Trafficking.* A deep passion for the mission of the organization – to empower survivors of trafficking to embrace their true identity and worth.
- *Program Management.* Significant international expertise and experience in defining, implementing, operating, and enhancing programs to help traumatized populations to rebuild their lives.
- *Business Management.* Significant financial management, leadership, and operations expertise. Ability to define and enhance effective processes for operations and reporting to ensure financial strength and maintain operating efficiency.



- *Inspiring Others.* Vividly communicating a compelling view of the future of the social program that inspires and compels others to supportive action.
- *Building Teams.* Building high-performing, cohesive teams by demonstrating servant leadership, utilizing appropriate management styles, and holding teams accountable to performance.
- *Collaboration.* Excellent coalition building skills with an ability to communicate and work effectively with a variety of internal and external stakeholders; a persuasive negotiator able to achieve consensus amongst differing opinions
- *Communication.* Outstanding presentation and communication skills and the experience and proclivity to be an outgoing spokesperson and relationship builder

Education Requirements: Degree in Business or related field or an equivalent desirable.

Experience Requirements: A minimum of 8 years in program leadership of a non-profit or for profit organization

Please submit resume or CV to careers@isanctuary.org