

	<h2>Bilingual Program Manager - Community/Education</h2>
Status	Full-time / permanent position
Responsibilities	<p>As a member of the Programs Team reporting to the Director of Programs, the Bilingual Program Manager - Community/Education will be responsible for programs under the community/education portfolio. As a manager, this role will provide support and guidance to Community Engagement Managers to ensure broad operational and program effectiveness.</p> <p>With the approval of White Ribbon's new strategic plan "<i>The Change Begins Here</i>" (2023-2027) there is a need for enhanced program oversight of White Ribbon's significantly expanding portfolio. While the Bilingual Program Manager - Community/Education will support the broad advancement of the strategic plan; they will have particular influence over <i>Pillar 2: Leading transformative culture change through programming and initiatives</i>. The Bilingual Program Manager - Community/Education will provide ongoing insights, and recommendations based on emerging evidence from program implementation, with a focus on strengthening delivery across the life cycle. The Bilingual Program Manager - Community/Education will work closely with other Bilingual Program Managers and the Director of Programs to identify ways to align program activities, create departmental efficiencies, and amplify the organization.</p> <p>They will build meaningful and mutually beneficial relationships with wide ranging partners, with a focus on Indigenous, Black, 2SLGBTQ+, youth and disability communities to address all forms of gender-based violence and discrimination. In addition, they will support partnerships with the community/education sectors to embrace their roles in ending all forms of GBV and discrimination.</p> <p>The Bilingual Program Manager - Community/Education will bring a passion for their work and have a strong understanding of how their work relates to and contributes to White Ribbon's new strategic pillars. The Bilingual Program Manager - Community/Education regularly demonstrates their commitment to reconciliation, diversity, equity and inclusion in their everyday interactions and relationships with colleagues and external partners. They will serve as a key program's team member and be active in recommending strategic program decisions affecting the growth of White Ribbon.</p>

	<p>Main Responsibilities (this is not an exhaustive list of duties to be performed):</p> <p>Program Management</p> <ul style="list-style-type: none"> • Manage for compliance and governance of all programs under the community/education portfolio, ensuring that staff and all parties involved are adhering to the respective agreements and have the resources/inputs required for implementation; • Manage execution of White Ribbon programs/initiatives in the community/education sectors; • Oversee and support existing and new programs in all project related activities such as reporting, evaluation and completion of deliverables; • Oversight of contractual agreements with partners and consultants; • Review and confirm project workplans and reports with Community Engagement Managers; • Review and support the submission of invoices, and expenses by reportees to the Director of Programs and Senior Director, Finance and Operations. <p>Program Operations</p> <ul style="list-style-type: none"> • Collect, and contribute with data, impact stories, content etc. for program-related communications and marketing needs, in collaboration with the Director of Marketing and Communications and Director of Programs; • Support the Director of Programs in the oversight of third-party evaluators to ensure a robust project evaluation framework is in place and aligned with White Ribbon's Evaluation Strategy, and implemented in a timely way; • Implement new tracking tools and efficient processes increasing the monitoring ability to report on project requirements at all stages; <p>Staff Management and Development</p> <ul style="list-style-type: none"> • Provide effective ongoing strength-based supervision and support to Community Engagement Managers, leading annual performance reviews;
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	<ul style="list-style-type: none"> • Together with the Director of Programs, evaluate the skill, experience, and professional development needs of program staff under direct supervision of this role; implement professional development strategies including coaching and performance improvement plans; • Work with staff to implement objective performance measurements ensuring consistent, high-quality evaluation and goal setting for Community Engagement Managers; • Instill a sense of accountability among team members by modeling tight oversight of individual and organization performance standards; and adherence to work plan due dates; • Together with the Director of Programs, support the recruitment, hiring, training, and orientation of all new program staff that falls under the community/education portfolio; and • Foster inclusion and equity by promoting and role-modelling anti-colonial practices and intersectionality. <p>Thought Leadership and Innovation</p> <ul style="list-style-type: none"> • Represent White Ribbon in key networks/groups and provide expert guidance towards the prevention of GBV and all forms of discrimination, and contribute to advocacy strategies; specifically in the areas of community and education; • Ensure programming and initiatives are rooted in best practice intersectional and GBV prevention programming and male engagement strategies; • Remain current on creative new approaches, particularly in digital spaces where the organization can further innovate and amplify organizational visibility; • Represent White Ribbon with various media outlets as required, and assigned by management; • Continuously seek out emerging evidence and innovation in GBV prevention programming, adopting key strategies which are proving effective in transforming boys, male youth and men's attitudes and behaviours; and • Provide support to the Senior Director of Organizational Development in the development of funding requests and strategic partnerships.
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Skills/Experience / Qualifications	<ul style="list-style-type: none"> • Experience in staff management and program oversight (3-5 years) • Solid understanding of compliance requirements of donor government agencies; multilateral agencies; and charitable organizations / Foundations. • Solid understanding of monitoring and evaluation systems within a results-based management context. • Exceptional communication skills both oral and written. • Strong ability to build and maintain positive relationships with staff, and key stakeholders including local and international organizations, government officials and corporate employees. • Ability to influence and engage a wide range of partners, and donors and build long-term relationships. • Ability to establish priorities in a time-sensitive environment, and meet deadlines with strong attention to detail. • Ability to work independently and thrive in a remote structure.
Requirements	<ul style="list-style-type: none"> • Post-secondary Degree in a related field; • Minimum 3 years experience managing projects; • Proven success with managing complex projects and ability to successfully handle multiple projects and meet critical deadlines; • Excellent verbal, written, and interpersonal communication skills; • Solid understanding of monitoring and evaluation systems; • Demonstrated ability to review and synthesize information and produce high-quality, accurate reports; • Passionate about advancing gender equity with women, vulnerable youth, Indigenous, racialized, and 2SLGBTQ+ folks who experienced different forms of gender-based violence and discrimination; Lived experience is considered an asset • Fluent in oral and written English and French; other languages would be an asset; • Ability to build/maintain networks and working relationships with local and international organizations, government and private sector employees;

	<ul style="list-style-type: none"> • Solid understanding of gender-based violence, primary prevention, gender equity, male allyship and healthy masculinities; • Excellent computer skills using Google Suite • Openness to travel within Canada and internationally • Must be legally eligible to work in Canada. • Must possess a valid Driver's License. • A cleared criminal reference check is required.
About White Ribbon	<p>White Ribbon is a Canadian registered charity focused on engaging men and boys to promote gender equality and end violence against women and girls. Started in Toronto, Canada, in 1991, White Ribbon Campaign initiatives have now been organized in over 60 countries around the globe. Through education, awareness-raising, outreach, technical assistance, capacity building, partnerships and creative campaigns, White Ribbon develops tools, strategies and models that challenge negative, outdated concepts of masculinity and inspire men and boys to understand and embrace the potential they have to be a part of positive change.</p> <p>Visit our website: https://www.whiteribbon.ca/</p>