

## Position Description: Manager, WorldShare Connect

Position Title	Manager, <i>WorldShare Connect</i>
Location:	Chatswood; Sydney (some interstate and overseas travel required)
Reports to:	CEO
Work type	Part-time (3 days per week); 1 yr contract with likely extension

### ABOUT WORLDSHARE

For over 75 years, WorldShare has existed to transform lives and restore hope around the world, by connecting Australians with people in need overseas, so that together, we love like Jesus.

We are a Christian aid and development organisation which embraces God's mission to help and love those in need, particularly the most vulnerable and marginalised. We empower the outcast and forgotten through education and training, so they can have hope for the future.

We work through local Christian partnerships in Africa and Asia to bring lasting change to communities; particularly to vulnerable children, disempowered women and those excluded from their communities.

### THE OPPORTUNITY

In the past year WorldShare conducted a strategic review and as a result, in 2020 WorldShare will be implementing a new connections strategy to address contextual developments and take advantages of opportunities in the Australian environment. This strategy is an evolution of WorldShare's conventional business model and will allow WorldShare to use its strengths and unique attributes to expand its impact and continue to carry out its vision of connecting people to transform lives into the future.

Through this innovation in our partnership model, *WorldShare Connect*, we will connect with Australian churches and NGOs and provide tailored support for Christian ministries overseas and their engagement with integral mission. Worldshare will come alongside Christian communities in Australia, leveraging its systems and skills to provide services in supporter engagement, overseas partnership management and compliance, and operations.

The Manager, *WorldShare Connect*, will be responsible for establishing and running this new initiative, developing relationships with Australian partner organisations, and managing projects and partnerships with overseas partner organisations.

Although you will work closely with the CEO, this position is expected to exercise a high degree of autonomy and take on significant responsibility.

### KEY RESPONSIBILITIES

The Manager, *WorldShare Connect* will be responsible for:

#### **Establishing *WorldShare Connect***

- Developing the WorldShare sub-brand and associated internal processes,

- policies and systems.
- Overseeing the website and CRM processes relating to *WorldShare Connect*.
- Managing the *WorldShare Connect* budget.

#### **Developing new partnerships**

- Acquiring and growing two new partnerships under *WorldShare Connect*.
- Researching partnership opportunities, identifying and mapping needs of Australian organisations (and corresponding WorldShare strengths)
- Developing relationships with prospective partner organisations and recommending solutions of WorldShare partnerships through pitches and presentations.
- Negotiating partnership agreements and developing fee arrangements to cover WorldShare cost investment in partnerships.
- Increasing awareness of *WorldShare Connect* within relevant segments of the Australian public.

#### **Managing existing partnerships (Australia)**

- Managing and retaining relationships within two existing partnerships, including through regular communications and updates
- Assisting with the creation and implementation of fundraising activities to grow acquisition, retention and value of *WorldShare Connect* supporters
- Identifying and implementing *WorldShare Connect* service and process improvements and strategic initiatives (including digital)
- Ensuring accurate and efficient CRM processes

#### **Managing existing partnerships (International)**

- Managing the *WorldShare Connect* international partner organisation relationships, providing encouragement and facilitating information exchange, networking and training
- Working collaboratively with international partners to review projects, programs and strategies, offering assistance where appropriate to help partners make significant and sustainable impacts in their communities and follow good practice programming.
- Project management (budgeting, design and monitoring & evaluation)
- Conducting relevant international travel to monitor and evaluate implementation of current projects/programs
- Collecting partnership updates stories of change to complement evaluation as well as inform supporter engagement activities
- Ensuring compliance with all relevant legislation and best practice guidelines including of the Australian Council for International Development
- Maintaining all appropriate compliance records and ensure compliance with WorldShare partner policies through training and monitoring

#### **Other**

- Maintaining, promoting and leading the Christian values of the organisation.
- Contributing to the success of WorldShare through providing support to the wider organisation as needed.

## SELECTION CRITERIA

**This role will require you to be:**

- A dynamic self-starter, able to build new initiatives with positivity, creativity and an entrepreneurial mindset
- Driven to pursue excellence and continual improvement
- Passionate for developing Christian partnerships and strengthening the pursuit of Christians in integral mission
- Aligned with WorldShare's Christian mission and vision, able to participate in Christian activities at WorldShare including times of prayer, and committed to locally-led international aid and development
- A team player with ability to work cross-functionally

**You will have the following experience, knowledge or skills:**

- A bachelor's degree or equivalent in a related field and a minimum of seven years of experience in a relevant role
- Experience in partnership/account management, implementing business development strategies and working to/exceeding revenue targets
- High communication and stakeholder management skills, including a proven ability to negotiate and develop trusting relationships
- Strong collaborative skills - the ability to support and influence multiple stakeholders and effectively engage people
- International development experience, ideally in program/project management
- Ability to understand compliance requirements and maintain accurate records for compliance management
- Excellent organisational and project management competencies to manage multiple projects and meet deadlines
- Strong administrative and computer skills
- Experience in a comparable working environment, including working for a not-for-profit or Christian development and mission organisation

*Even if you don't meet ALL the selection criteria, feel free to apply anyway – as this is a new role, it may be possible to structure the role around your experience and expertise.*

## WHY WORK FOR US?

WorldShare has a deep and rich history of supporting local Christian partnerships around the world, and we are ambitious and innovative about our future.

We are passionate about our cause of restoring hope and transforming lives – and by working with WorldShare, you will make a direct contribution to this vision.

We do things differently:

1. We support locally led development as we believe this is the most effective and sustainable way to truly transform lives. We know that local people best understand their communities, both the problems and the solutions, and they are with their communities for the long haul.
2. We deliberately seek out grassroots organisations which typically miss out on funding from larger international NGOs. Our partners might be small, but they

- make a big impact! Choosing grassroot organisations means that we deliberately choose to engage in deeper, more intensive partnership support.
3. We believe that the gospel is best shown in word AND deed and our overseas partners pursue integral mission.
  4. We love partnership and we delight in connecting Australians with partnerships overseas. Together, we can do more. We all have a part to play.

WorldShare employees enjoy a fun, collaborative environment, as well as competitive remuneration with salary packaging benefits, workplace flexibility, regular time for spiritual practices, paid parental leave and professional development.

These are WorldShare values which we aim to live out in all we do:

**1. Love Like Jesus (LOVE)**

*My command is this: Love each other as I have loved you. John 15:12 (NIV)*

We believe we are all created in God's image. Jesus showed us how and who to love and that the outcast and forgotten are valuable in God's eyes. He calls us to do the same. In all our work and relationships, we aim to love like Jesus.

**2. Empower Transformation (EMPOWERMENT)**

*Therefore encourage one another and build each other up. 1 Thessalonians 5:11 (NIV)*

Jesus came so that we may have life and have it to the full. In our work with communities, partners and each other we commit to encourage, equip and empower one another to reach our full potential.

**3. Strive for Excellence (EXCELLENCE)**

*Whatever you do, work at it with all your heart, as working for the Lord. Colossians 3:23 (NIV)*

In all that we do, we are professional, continuously improving and innovative in a way that brings glory to God.

**4. Walk in Partnership (PARTNERSHIP)**

*For we are partners working together for God. 1 Corinthians 3:9 (GNT)*

Together we are the body of Christ. We walk with our partners, supporters and each other in long-term, respectful relationships. Through these genuine partnerships we increase our impact and grow the Kingdom of God more than we could alone.

**5. Work with Integrity (INTEGRITY)**

*Our purpose is to do what is right, not only in the sight of the Lord, but also in the sight of others. 2 Corinthians 8:21 (GNT)*

In all that we do, with our partners, supporters and each other, we demonstrate honesty, transparency and integrity as though representing the Lord.

## QUESTIONS ABOUT THE ROLE?

Please contact WorldShare's CEO, Joanna Mansfield, on (02) 9712 8222 or by email at [recruitment@worldshare.org.au](mailto:recruitment@worldshare.org.au)

## CHILD PROTECTION

WorldShare is committed to the protection of children from all forms of harm. All employees are required to sign a Child Protection Code of Conduct and undergo a Working with Children's Check and a Federal Police check prior to commencement.