

ROLE PURPOSE: Risk & Due Diligence Partner - Asia



Our Vision

We see a world in which no person is needlessly blind or vision impaired.



Our Purpose

We are determined to deliver Fred Hollows' vision of preventing blindness and restoring sight.

We work around the world so that no one is left behind, and in Australia we work tirelessly to ensure that Aboriginal and Torres Strait Islander people can always exercise their right to sight and good health.

Our priority is to work with communities to improve their own eye health. We do this through life-changing surgeries and treatments, training doctors and health workers, generating new ideas, and pushing for change at all levels – from local to global.

At The Fred Hollows Foundation, we offer a career where your talent and energy will help many see tomorrow.

How we value your contribution:

Remuneration package

We aim to provide an overall remuneration package that is attractive and fair. Our global remuneration framework ensures we align to local pay, employment conditions and laws, and we benchmark against the local market to ensure we offer competitive employment conditions that are appropriate to our sector.

13th month payment

As a permanent employee, you will receive a payment equivalent to one month's salary each year (pro-rata for those working part of the year).

Leave

You will have access to annual leave each year (pro-rated for part-time employees) in line with local regulations. You will also have access to other leave such as personal (sick or carers') leave, maternity leave, paternity leave and compassionate leave.

Performance & development

Our performance and development framework enables you to work closely with your manager to plan, manage, and review your performance throughout the year. This approach also enables you to discuss development opportunities and areas for growth.

Learning & development

Our approach to learning and development will enable you to have the information, skills and knowledge needed to do your job. We build the capacity of our people and support you with on-the-job experience, coaching and formal learning.

Leadership

Leadership is a key priority for us. We have customized leadership programs for leaders at all levels that are focused on supporting our people to be inspired, empowered and to make an impact in their work so that together we can achieve our vision.

Study support

We are proud that so many of our people are tertiary educated and we are committed to supporting tertiary education that is relevant to your work through our global study assistance program. Relevant applications for study support are considered annually, providing financial assistance and study days.

Recognition

Our recognition program has been designed to recognize and acknowledge our people who live our values of Integrity, Collaboration, Empowerment and Action, in everyday activities. We recognize our people in three ways: Peer-to-peer, manager recognition, as well as length of service.

Flexible work arrangement

You will have access to flexible work arrangements. We encourage a spirit of mutual flexibility, enabling discussions between you and your manager about maintaining work-life balance.

Equal Opportunity, Anti-Discrimination and Reasonable Accommodation for Persons with a Disability

We provide equal opportunity in employment to people without discrimination based on personal characteristics, which includes: age, breastfeeding, disability, employment activity, gender identity, marital status, physical features, pregnancy, race etc. Reasonable accommodation can be made to allow persons with disabilities to work safely and productively.

Health & safety

We are committed to supporting your health, safety and wellbeing. If required, you and your family will have access to free external, professional, and confidential counselling assistance if you need help with personal, family or employment related matters.

To work in the Foundation, you will:

- Be eligible to work in Australia and other regions where you will be based
- Undergo background check including criminal records and qualifications check
- Undergo working with children check for positions which are identified as working with children.



Role purpose defines the broad accountabilities of the positions, which may change based on organisational need.

Please refer to divisional, team and individual work plans for more specific details

ROLE PURPOSE

Role Title: Risk & Due Diligence Partner - Asia

Division: Business Operations

Location: Asia or Australia

Date: September 2021

Employment type: Full time Permanent (flexible arrangements available)

Reports to: Risk & Due Diligence Lead

Number of direct reports: 0

Leadership Band: Leads self

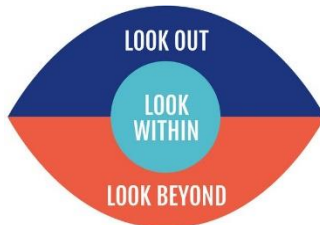
Purpose of the role:

The Risk & Due Diligence Partner is responsible for the implementation of global risk management practices including, risk screening, facilitating due diligence on partners and embedding The Foundation's enterprise risk management framework.

The Risk & Due Diligence Partner – Asia will own the outcomes of:

1. Supporting Asia based teams and entities in supporting the effective execution of risk management across The Foundation.
2. Undertaking all activities necessary to meet The Foundation's risk and due diligence requirements with a focus on risk screening, partner due diligence, and enterprise risk management activities.
3. Providing operational support as part of the global Legal, Governance, Risk & Compliance team to meet all governance, compliance and risk management priorities and timelines.
4. Building capability within and across teams to drive a culture of engagement and collaboration within The Foundation.
5. Other tasks as requested by your manager

Our Capabilities:



As a member of The Foundation Family, you will:

1. Live by the values of The Foundation and support The Foundation's culture, performance, and brand.
2. Adhere to all The Foundation's policies and procedures.
3. Strengthen the health, safety, and well-being of all/look out for the well-being.
4. Lead, collaborate and contribute in all interactions.

Skills:

- Strong team player
- Ability to build and maintain effective relationships at all levels
- Analytical skills and attention to detail
- Excellent oral and written communication skills
- Proficiency in Excel
- Strong time management and prioritisation skills

Essential Experience:

- Experience in international development & NFP sector.
- Operational experience in working with development partners

Desirable Experience:

- Demonstrated experience in implementing effective risk management practices aligned to ISO31000
- Familiarity with due diligence concepts
- Experience in implementing new systems

Qualifications:

- Tertiary qualifications in risk management, development, or similar fields

The position involves:

This position is recognised as having "Contact with Children" either direct or indirect
This position does not involve "Working with Children" either direct or indirect.

Travel:

No travel required

Additional Responsibility:

Ensure that the work for which they are responsible is carried out in ways, which safeguard the health and safety of workers.