



## **Programme Director – Civic Futures Funders Initiative for Civil Society**

GLOBAL DIALOGUE

Job Description, 08 May 2024

### **Global Dialogue seeks a Programme Director – Civic Futures for the Funders’ Initiative for Civil Society (FICS).**

The Funders Initiative for Civil Society (FICS) is a unique philanthropic initiative that seeks to mobilise resources for transformative movements to defend and expand civic space strategically and at scale.

Civic Futures is FICS’ flagship initiative, building a diverse ecosystem of funders, CSOs, and movements to push back against the ‘security playbook’ – the widespread abuse of counterterrorism and security laws and technological tools to stifle protest and dissent.

FICS is hosted by Global Dialogue, registered as a charity (1122052) and a limited company (05775827) in England and Wales.

### **About FICS**

FICS’ goal is to give funders the tools they need to direct resources to disrupt, reform, and transform the drivers of closing civic space.

We do this through:

1. Cutting edge analysis– short term and futures focused research that keeps funders ahead of the curve in spotting opportunities and threats to civic space. This includes working across the field to map effective and innovative strategies while tracking donor resources and distributing learning on what works and what does not.
2. Incubation and resourcing– FICS offers funders and civil society opportunities to collaborate and test new approaches and ideas to tackle drivers and expand civic space. We do this through grant-making for nascent ideas and approaches, incubation of new infrastructure for civil society, and new funding mechanisms to help take this work to scale.
3. Building the field of funders– FICS uses its analysis, incubation and grant-making to inspire and mobilise a diverse cross section of funders to confront the drivers of closing civic space at scale. We do this through targeted engagement, convening, creating learning communities and partnerships.

FICS currently operates two major programmes – Civic Futures and the Global Narrative Hive, a new network supporting movements to counter rights-based attacks and articulate alternative visions – underpinned by a core research and

development offer, identifying new analysis and intervention points for funders. The FICS team is currently made up of eleven staff based in the UK, Kenya, Brussels and the Caribbean.

### **About Civic Futures**

Civic Futures is FICS' flagship initiative, building a diverse ecosystem of funders, CSOs, and movements to push back against the 'security playbook' – the widespread abuse of counterterrorism and security laws and technological tools to stifle protest and dissent.

The 'security playbook' is the set of tactics misused or abused by states around the world with the outcome that civic space and democracy is limited under the aegis of security. It consists of three basic elements, employed in different combinations to varying extents by different governments:

- Abuse of security frameworks to criminalise protest and silence dissent
- Use of information technologies to surveil and censor actors perceived to be a threat to the state and its interests
- Promotion of a "security narrative" to foster suspicion of dissenters and public acceptance of concentrated state power

FICS' global research identified the 'security playbook' as the dominant driver of closing civic space this decade, but the scale of civil society action and funding does not match the scale of the problem.

Civic Futures was launched by FICS and the Fund for Global Human Rights in 2021 to mobilise funders and civil society to work on the 'security playbook' at scale.

Our goal is for funders to increase financial resources to counter the security playbook directly and through new funding vehicles incubated or supported by Civic Futures. We do this by equipping funders with the analysis, learning, connections and vehicles they need to secure support from their leadership and boards to make grants and offer accompaniment to existing and new partners. As members of Civic Futures, we call upon funders to act as champions for this issue within their foundations and with peers, and share their learning back with the community. In its first two years working on this issue, Civic Futures:

- Placed the issue of securitisation on the agenda of civic space funders, supporting the development of a number of new funding portfolios focused on aspects of the 'security playbook' and leveraging at least USD 3m in new grants
- Developed a strategic framework to identify how funders can resource work on the security playbook, including new work to help peace and security and environmental and gender justice funders situate themselves within this ecosystem
- Disbursed nearly USD 1m in direct grants, identifying important new entry points and diversifying thought leadership on this crucial issue

The Civic Futures team is currently led by FICS' Director. The Programme Director – Civic Futures is a new leadership role to help the initiative scale its impact. Our ambition over the next five years is to leverage USD 30m for the growing field of actors working to disrupt, reform and transform the 'security playbook'.

The current team consists of a Programme Officer, supporting a more diverse range of civil society see themselves as part of an ecosystem countering the 'security playbook' through grant-making and convening, and a Programme Manager, who manages planning and accountability processes for the team and supports broader delivery. This team receives administrative, communications and fundraising support from the central FICS team. We anticipate making one additional hire to Civic Futures build our capacity to support, mobilise and track the impact of the Civic Futures funder community.

The Programme Director is accountable for leading the Civic Futures team, setting the initiative's overarching strategy and overseeing strategic planning, and for developing a programme of work to engage new and existing members of the Civic Futures funder community.

### **Job description**

The purpose of the Civic Futures Programme Director role is to hold overall responsibility for the Civic Futures initiative, its strategy, programming, membership, funding, and operations. The Lead will report to FICS' Director.

Primary Responsibilities include:

#### **1. Inspiring and mobilising Civic Futures' network**

- Review and refine Civic Futures' strategic frameworks through regular consultation with key stakeholders, including the Civic Futures staff team and community members in addition to own research and analysis (*see description in the introduction to this pack – these are one of the key tools we use to support funders and civil society partners to identify how they want to work on these issues*).
- Supported by the Civic Futures Community Manager, design and facilitate processes to ensure Civic Futures members are actively engaged – including but not limited to building one to one relationships with key stakeholders, convening members by sector and across sectors, developing communications outputs, and delivering in person and virtual calls, briefings and convenings that provide opportunities for exchange and consensus building.
- Develop options for how Civic Futures members and external stakeholders can be involved in shaping the strategy and priorities of the initiative including exploring and facilitating options for members to participate in governance or working groups.
- Keep abreast of developments and best practices on funding and mobilising resources for field-building, drawing on this to inform Civic Futures' strategy and position its work in line with our values.

- Design an approach to learning for the Civic Futures community to facilitate effective collaboration, membership growth and increase resources to build the field.
- Develop milestones, priorities, and an operational plan for Civic Futures' objectives to engage more funders in Civic Futures and mobilise resources at scale for civil society.
- Write and commission blogs and articles as appropriate to share the analysis, learning and impact of Civic Futures.
- Identify consultancy needs and lead on hiring and overseeing consultants.

## **2. Programme strategy and leadership**

- Guide strategic direction and prioritisation for the Civic Futures secretariat. Oversee effective planning and monitoring, supported by the Civic Futures Programme Manager.
- Work closely with the Civic Futures team to develop programming that meets the initiative's objectives for (1) mobilising funders and (2) engagement with civil society.
- Oversee the Civic Futures grant making programme, led by the Civic Futures Programme Officer, providing strategic support and advice for the development of the programme.
- Work collaboratively with the Civic Futures team to ensure that learning from grant making feeds into funder learning.
- Mobilize resources for the Civic Futures secretariat – inspiring funders and supporters to commit to the initiative's vision and programming, cultivating prospective funders, and overseeing and contributing to funding applications as required. You will be supported by FICS' Development and Communications team in this work.
- Ensure Civic Futures' strategy and operational plans continue to be informed by its values.
- Ensure obligations to anchor funders are met within time and budget, working collaboratively with other members of the Civic Futures and FICS teams to pre-empt and address issues before they arise.
- Represent Civic Futures at meetings and events relevant to civic space, including speaking at conferences and on webinars.
- Oversee risk for Civic Future's operations in line with its values, supported by FICS' Deputy Director and consultants to ensure appropriate protocols that balance care and security are developed and monitored for all projects.
- Develop and oversee an annual budget, supported by the Civic Futures Programme Manager.
- Line manage the Civic Futures team (three staff), fostering a productive environment where team members are clear about priorities, enjoy and feel a high sense of ownership over their work, and have ample opportunity to develop in their roles.
- Review needs for additional staff and lead on recruitment processes, induction, and line management.
- Other leadership responsibilities commensurate with the role.

## Person Specification

You will have:

### *Knowledge*

- A developed understanding of the drivers and trends that shape civic space globally and in a range of geographic contexts.
- Expertise in issues related to counterterrorism and security and / or digital technology, and the ways in which security frameworks and digital tools are being used to restrict the civic space of progressive movements and impact democracy.
- Experience of and interest in how to influence resource mobilisation
- Experience of or interest in forecasting and futures thinking.

### *Experience, connections and communication skills*

- Minimum 10 years' grant-making or funder organising experience, in human rights, business and human rights, digital rights, peace and security, or other relevant field internationally - ideally with experience of monitoring, evaluation and learning.
- Demonstrated experience of building strong, productive relationships in the philanthropic sector, including the ability to inspire others, foster consensus among stakeholders across sectors, build and sustain partnerships and networks and broker collaborations.
- Excellent communication skills - ability to communicate complex topics in accessible ways to a range of audiences.
- Existing strong networks among grant-makers and funder affinity groups, civil society organisations and movements.
- Significant line management experience.
- Excellent spoken and written skills in English.

### *Other skills*

- Proficiency in Spanish, French, Portuguese, or Arabic.
- Proven success in fundraising, with an ability to raise funds for Civic Futures.
- Strong numeracy skills and experience working with budgets.
- Strong IT skills, with sensitivity to the relevance of digital security in human rights work (the main tools we use are O365, Asana, Salesforce, Zoom, and Wordpress).
- The ability to travel internationally up to 15% of the year once travel restrictions are lifted.

You will be:

- Able to work and thrive as part of a dispersed team. Able to motivate, support and manage a dispersed team.
- Someone who thrives in highly adaptive environments. FICS' work grapples with large, expansive, and complex issues. This shapes how we work. We are

also a 'start-up' and are looking for someone who wants to help build the organisation with us.

- Aligned with FICS' analysis and organisational values. *You can dip into [FICS' website](#) - particularly [this interview](#) and our report [Rethinking Civic Space](#) - to get a sense of our work and where Civic Futures sits within this.*
- Committed to your own personal professional development.

## Terms and Conditions

Hours	<p>This role is full-time (35 hours). It is open to candidates worldwide, however the Programme Director will need to agree times that they are available to collaborate regularly with existing staff, who are currently based in the UK as well as other regular meetings with the wider FICS team who are based Kenya, the Caribbean and Brussels.</p> <p>We are open to negotiating a working pattern that works for the successful candidate and for FICS. If you would like to discuss a part-time, job share or other proposal prior to application please contact us on the information below.</p>
Terms	Permanent contract, subject to funding.
Location	<p>The FICS team works remotely, and this role is home based.</p> <p>The role will be required to undertake frequent international travel (up to 15% of time) to develop and manage relationships with funders, community members and partners, and to participate in meetings with colleagues.</p>
Reporting to	Director – FICS
Remuneration	<p>This role has been benchmarked at a UK salary of GBP 72,400 pro rata. Candidates based outside of the UK will be offered comparable compensation either through an Employer of Record or consultancy contract, depending on their location.</p> <p>Global Dialogue offers a range of benefits including 25 days' annual leave plus public holidays (pro rata), a flexible working policy, and personal development leave. Pension arrangements and other benefits will be negotiated based on the location of the applicant, local norms, and parity with Global Dialogue's wider staff team. Please contact us if you would like further information about our approach.</p>

## TO APPLY

Please send an email to [melissa@global-dialogue.org](mailto:melissa@global-dialogue.org) by 9am UK time on 9 June with the phrase Programme Director and your name in the subject line.

You should attach a CV and two-page cover letter in English setting out why you are interested in this role and how you meet the criteria set out in the person specification. Shortlisted candidates will be invited to interview online toward the end of June.

There will be information sessions for prospective candidates who would like to meet the team before applying. These will take place on 23 May at 4pm UK time ([register here](#)) and on 3 June 10am UK time ([register here](#)). We recognise the timings aren't ideal for all time zones, the audio will be recorded for those who can't attend and uploaded [here](#). Questions can be received by email to [civicfutures@global-dialogue.org](mailto:civicfutures@global-dialogue.org) or submitted anonymously on the [Padlet](#), where for transparency, responses to any questions we receive before the deadline will be published.

We are committed to the employment and career development of disabled people. We will make reasonable adjustments during the recruitment process and during employment. Please contact FICS Deputy Director Abi Knipe at [abi@global-dialogue.org](mailto:abi@global-dialogue.org) if you would like to discuss this further.

If you declare that you have a disability and meet the minimum criteria for the job we will offer an interview to give you the opportunity to demonstrate your abilities at an interview. By 'minimum criteria' we mean that you must provide us with evidence in your application which demonstrates that you generally meet the level of competence required for each competency as well as meeting any of the qualifications, skills or experience defined as essential.

**FICS is hosted by Global Dialogue, a registered charity (1122052) and limited company (05775827) enabling innovative and collaborative philanthropy.**

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