

OAK

FOUNDATION

Programme Officer, Prevent Child Sexual Abuse Programme

Description

About OAK Foundation

Oak Foundation commits its resources to address issues of global social and environmental concern, particularly those that have a significant impact on the lives of the disadvantaged. Through their grantmaking, they support others to make the world a safer, fairer, and more sustainable place to live. With offices in Europe, Africa and North America, Oak Foundation makes grants to organisations located in approximately 40 countries worldwide.

About The Prevent Child Sexual Abuse Programme

The Prevent Child Sexual Abuse Programme (Prevent CSA) works to end child sexual abuse and exploitation online and offline. The team promotes evidence-based solutions and advances actions to strengthen prevention, end impunity and create strong accountability for child sexual abuse where it occurs. By working together, Oak believes that it is possible to shift the paradigm from silence and neglect to prevention, response, visibility, and accountability.

The Oak Foundation organises its work through two sub-programmes: 1) solutions and advancing action and; 2) accountability and ending impunity. Their programmes build linkages between work areas and support cross-cutting efforts beyond their sub-programme focus. They build linkages between both areas of work and also support cross-cutting efforts beyond their sub-programme focus, including support for networks that strengthen the movement to end child sexual abuse, survivors groups, and other catalytic or time-bound initiatives that advance their mission.

In addition to the overarching values of the Oak Foundation, the Prevent CSA is inspired and guided by the Trustee and their effort to be evidence-informed in seeking change at scale to prevent child sexual abuse and exploitation.

This position will work within the solutions sub-programme where they believe that a key underlying mechanism of change is the investment in the generation of evidence about what works to prevent child sexual abuse and the research uptake necessary to translate research findings into meaningful actions and change at the political and societal level.

Purpose of the Role

The Programme Officer will join the solutions sub-programme team to support their grantee partners in building and mobilising evidence-based solutions to prevent child sexual abuse that are informed by and respond to advocacy opportunities.

Duties and Responsibilities

The Programme Officer maintains primary responsibility for the management of a portfolio of grants. This includes: handling the day-to-day responsibilities of a grant portfolio from initial inquiry to assessment to final recommendation; having site visits; identifying and responding to capacity building needs; monitoring grant implementation; reporting on and closing grants; evaluating current or past grants according to needs; and drawing and sharing lessons learned from projects and clusters of grants, among other activities.

- Contributes to developing the programme's strategic directions, including co-drafting various submissions and reports to the Foundation leadership and Board.
- Develops new grant opportunities in line with strategic priorities.
- Supports the grantee partners and the team to ensure that funded proposals produce and execute robust research impact/ uptake plans that maximise their political and social change potential.
- Represents the programme in a variety of settings, including among peer groups and at public events.
- Contributes to the learning processes of the programme by collaborating with Oak's Monitoring, Evaluation and Learning Senior Advisor to use data and knowledge gathered in the field to inform learning and grantmaking.
- Remains up to date on emerging issues, trends and research related to the prevention of child sexual abuse and the application of research.
- Once travel resumes post-pandemic, conducts site visits, field meetings (up to 20% of the time). International travel may be required.
- Participates and engages in cross-programme work, including cross-cutting grantmaking and supporting other team members.

Skills and Experience

- University degree and at least seven to ten years relevant professional experience within the child-related/ girls' rights field; demonstrated track record of developing, managing, or supporting research and/ or evaluation projects.
- Prior experience working in Eastern and Southern Africa, and understanding systems and services in the regions.
- A solid network in the global south, ideally in Eastern and Southern Africa.
- Working knowledge of the non-profit sector.
- Working knowledge of the international violence prevention field desired/specific understanding of prevention of child sexual violence highly valued.
- Prior grantmaking experience is a plus.
- Demonstrated track record of solid teamwork and managing teams or collective initiatives.
- Ability to work cross-culturally and in different country contexts.
- Strong analytical, strategic planning skills.
- Creative thinker with an eye for innovation.
- Excellent written and oral communication skills.
- Tact, maturity, and a good sense of humour.
- Willingness to travel within Oak guidelines once travel resumes.

Location

Chapel Hill, North Carolina: Applicants must have the right to live and work in the US.

Geneva, Switzerland: EU and non-EU candidates are eligible to apply. Candidates willing to relocate to Geneva will be considered.

London, UK: Applicants must have the right to live and work in the UK.

South Africa: Applicants must have the right to legally live and work in SA.

Oak Foundation is committed to safeguarding and promoting the welfare of children, as detailed in [their child safeguarding policy](#). They expect all staff to share this commitment.

Oak Foundation is an Equal Opportunity Employer for all qualified job applicants without regard to race, colour, religion, national origin, ancestry, sex, age, marital/partnership status, disability, sexual orientation, gender identity, and other attributes protected by law. The Foundation abides by all applicable rules and regulations in its recruiting and employment practices, including the Americans with Disabilities Act (ADA) and state disability laws.

Meta Fields