



MOVEMENT BUILDING MANAGER
(FIXED-TERM MATERNITY COVER UP TO 12 MONTHS)

Background:

Kaleidoscope Trust (KT) is the UK's leading charity dedicated to advancing the rights of LGBTI+ people internationally. Founded in 2011, we aim to create a world where all LGBTI+ individuals are free, safe and equal. To ensure LGBTI+ rights remain a priority on global agendas, we take a three-fold approach:

- We **strengthen capacities and build networks and movements**, by supporting a diverse range of international LGBTI+ partners and networks to access the skills, training, and financial resources they need to be able to shift hearts and minds and create enabling environments for policy and legal change.
- We **advocate for inclusive policy change**, by generating data-driven evidence that amplifies our partners' lived experiences and priorities and by ensuring political leaders and government officials have access to the accurate, timely and relevant information needed to effectively challenge anti-LGBTI+ narratives and strategies and drive positive change.
- We **enhance collaboration and coordination among stakeholders**, by building networks and connecting grassroots organisations with political actors in strategic spaces to drive meaningful and lasting change for LGBTI+ communities across the Commonwealth and around the world.

Kaleidoscope Trust is proud to be a founding member of **The Commonwealth Equality Network** and to host its Secretariat. Our partnerships with LGBTI+ communities across the Commonwealth have informed our approach to inclusion and equality, in the workplace and beyond.

We are an open organisation, committed to having great working practices that enable all team members to have ownership over their work. We are committed to employing and nurturing a diverse range of people, and especially encourage applications from women, the vast and varied members of the LGBTI+ community, the multiply-marginalised, and People of the Global Majority.

The Role:

The Movement Building Manager is central to KT's mission, helping drive the legal, policy, and social change needed to advance LGBTI+ rights by strengthening partners' capacity, supporting their advocacy, and building long-term movement impact.

The role oversees KT's major grant-funded programmes from start to finish. Through direct delivery and coordination across KT, they ensure that each grant meets its objectives, is delivered on time and within budget, is compliant with regulations and requirements, including reporting, is risk-managed, and contributes to KT's wider movement-building strategy.

This role is an opportunity to support LGBTI+ organisations at a critical moment globally, providing the longer-term funding, partnership, and capacity support needed to drive legal, policy, and social change in their own contexts.

The Movement Building Manager will be the lead responsible for the delivery, donor compliance, and accountability of part of our programmatic work. The successful candidate will be responsible for delivering key parts of the grants directly (such as grant-making and capacity strengthening support), build connections and relationships with grantee partners, and will support coordinated delivery across KT by bringing together colleagues and functions to meet programme objectives and donor requirements.

Contract type: Fixed-term maternity cover (up to 12 months). The successful candidate will be employed until the substantive postholder returns from maternity leave. While the expected duration is up to 12 months, the contract may end earlier if the postholder returns sooner.

Key Responsibilities:

- Leading the delivery of a major governmental/institutional grant to agreed standards and timelines, including capacity strengthening and grant-making and coordination of grant-linked workplans, outputs, and timelines across the organisation.
- Ensuring and coordinating full compliance with donor requirements, including narrative and financial reporting, safeguarding, due diligence, monitoring, and financial accountability, and supporting other teams to meet the same.
- Managing partner relationships and supporting organisations through long-term accompaniment, capacity strengthening, and strategic movement support.
- Efficient stakeholder management, maintaining close communication and coordination with the donor, partners, consultants and service providers, and/or any other external stakeholder related to the grant.
- Overseeing grant-making processes, including due diligence, contracting, sub-grant management, partner monitoring and support (including review and improvement of their reporting), and compliance.
- Working closely with finance colleagues to manage programme budgets, forecasting, donor financial reporting, and operational delivery processes.
- Identifying and managing delivery risks across programmes, including safeguarding responsibilities and partner security considerations in sensitive contexts.
- Supporting shared learning across programmes, including capturing insights from partner work, and contributing to organisational impact assessment and development of new capacity strengthening products and approaches.
- Contributing to intel monitoring and understanding of movement needs and anti-rights dynamics.
- Coordinating with other KT teams to ensure programme delivery is joined-up, realistic, and aligned with organisational priorities.
- Working closely with the Head of Movement Building to ensure coherence across the grant portfolio, clear prioritisation, and sustainable workload planning.
- Contributing to a collaborative and sustainable team culture, supporting shared planning and realistic workload management across the Movement Building Team.
- Collaborating with TCEN members, where KT grant delivery intersects with network activity, while maintaining clear governance boundaries and recognising TCEN's distinct member-led accountability.

Person Specification:

Essential

- Experience managing grant-funded programmes in the Global South and East, including delivery, compliance, safeguarding, and reporting.
- Strong understanding of donor requirements and accountability, including financial oversight and risk management.
- Experience working with civil society partners in the Global South and East, building trusted relationships and providing long-term support.
- Experience of grant-making processes, including due diligence, contracting, sub-grant management, and partner monitoring.
- Ability to coordinate delivery across colleagues and teams, ensuring programmes are delivered effectively and realistically.
- Strong organisational and communication skills, including clear writing for donor audiences.
- Commitment to LGBTI+ rights and an understanding of the challenges facing movements globally, including the anti-rights environment.

Desirable

- Experience working with institutional donors such as FCDO, DFAT, or similar.
- Experience delivering capacity strengthening alongside grant-making.
- Familiarity with movement-building or network-based approaches, including work alongside member-led structures such as TCEN.

Staff benefits:

- The post-holder is entitled to standard annual leave of 25 days plus bank holidays, as well as an additional 2-week office closure in December.
- Access to a free Health Cash Plan for savings on optical, dental and other treatments, as well as access to free counselling and legal support.
- Salary sacrifice for pension contributions.

Terms and Conditions:

- This role is full-time (37.5 hours per week).
- The salary is £43,000 p.a. plus pension contributions.
- The post-holder will be managed by Kaleidoscope Trust's Head of Movement Building.
- The staff member will work from home as part of our fully remote working model (within the United Kingdom), with the occasional requirement to travel to off-sites for meetings or events and possibly internationally.
- Standard core hours of work are 9:00am - 5:30pm (London time) with possible requirement to work very occasionally at evenings and weekends (which will accrue Time Off In Lieu).
- The post-holder must possess the right to live and work in the United Kingdom for the period of the contract.
- Desired starting date: as soon as possible.

How to apply:

Using our website, please upload your CV and a two-page maximum cover letter explaining:

- (i) your interest in joining Kaleidoscope Trust for this role
- (ii) your relevant experience as per the person specification outlined above, and

If you have any queries relating to your application, please email recruitment@kaleidoscopetrust.com, titling your communication: "Query re Movement Building Manager".

Closing date: Sunday 13th September 2026 at 23:59 (London time).
Interviews (estimated): Week commencing 21st September.