

# Providing worldwide life-changing action



## Candidate Brief Pack

Climate Resilience Programme Manager



We're an  
Age-friendly  
Employer

[worldjewishrelief.org](http://worldjewishrelief.org)

## Who we are

World Jewish Relief provides life-saving and life-changing action to people in crisis around the world. Founded in 1933 and proud to have rescued over 65,000 Jews fleeing the Nazis, World Jewish Relief today supports vulnerable people from marginalised communities, suffering the consequences of conflict and disaster. We work with our trusted local partners to help people survive the consequences of conflict and disaster, to thrive and rebuild their lives. We deliver programmes using our expertise, with urgency to achieve maximum and sustainable impact for those within and beyond our community.

Last year we assisted over 220,000 people in 23 countries worldwide with life changing interventions. All of our programmes are delivered in partnership with local organisations rooted in their own communities.

Our philosophy builds on this heritage and our values insist we support those both within and beyond the Jewish community in many of the world's harshest environments recognising the dignity and potential of all people.



**“World Jewish Relief provides life-saving and life-changing action to people in crisis around the world.”**

Paul Anticoni, Chief Executive



# Why World Jewish Relief

Dear Candidate,

World Jewish Relief is the Jewish community's international development and humanitarian agency. We tackle Jewish poverty and reach beyond our community. We create opportunities for those out of work to become self-reliant; we bring dignity to the elderly and we respond to international disasters.

Last year we assisted over 220,000 people in 23 countries worldwide. All of our programmes are delivered in partnership with local organisations rooted in their own communities. Our Jewish values compel us to support those both within and beyond the Jewish community in many of the world's harshest environments, recognising the dignity and potential of all people.

We pride ourselves on having a talented, welcoming and high performing team that recognises the critical role that each and everyone plays in achieving our goals. If the role of **Climate Resilience Programme Manager** appeals to you then we will look forward to receiving your application.

Kind regards

A handwritten signature in black ink that reads "Paul". The signature is written in a cursive style and is underlined with a single horizontal line.

Paul Anticoni  
Chief Executive

# Purpose

Over the past few years, we have embarked upon dramatically expanding our international humanitarian work, to address the challenges of conflict, climate change, and displacement. We are now a recognised global humanitarian actor, operational in key humanitarian crises around the world, from Afghanistan and Bangladesh to Gaza, Kenya, Ethiopia, and Haiti.

Since 2021, we have established a broad and varied portfolio of climate resilience programmes implemented through local partners across Africa and Asia. These all enable communities to cope with and be better prepared for the consequences of the climate crises, and all focus on groups who are marginalised, e.g. landless, displaced, low caste, and religious minority groups. Specifically, they focus on livelihood resilience, early warning systems and preparedness, and climate resilient WASH, across Nepal, the Philippines, Bangladesh and Ethiopia. They have been designed through deep community consultation, are innovative in their approaches, and are being implemented through truly locally-led leadership. We have presented these projects to global acclaim across the humanitarian sector.

We have also worked hard to build our climate action strategy. So far, this has included signing up to the Climate and Environment Charter for Humanitarian Organisations, introducing minimum standards for mitigating environmental impacts of all our humanitarian programmes, and beginning to calculate and offset our carbon emissions.

# The Role

We are now recruiting a knowledgeable and experienced Climate Resilience Programme Manager to continue leading our climate action strategy. The purpose of the role is to bring climate change expertise to grow, strengthen, deepen, and diversify our innovative programme portfolio, continue to minimise the negative environmental impacts of all of our programmes, and deepen our carbon emissions reduction strategy as we continue to expand the reach and impact of our organisation.

We have large ambitions for our climate work, and full support will be offered to a committed and passionate individual who will drive it forward. The role affords huge scope for personal development, with the flexibility and autonomy needed to shape this critical area of programming. A particular objective will be to strengthen the M&E across the portfolio and access additional external funding for scaling up our climate resilience programmes.



# Specific responsibilities

## Programme Management

- Lead the implementation of the climate programmes portfolio, including developing and managing robust and innovative monitoring and evaluation to ensure we are delivering relevant, quality interventions and capturing critical lessons learnt.
- Build strong partnerships by working closely alongside our local partners in programme design, technical knowledge, implementation and monitoring. It is anticipated that the post will include 3-4 overseas trips per annum. Travel timing is flexible and can be determined by the Climate Resilience Programme Manager and the Head of Humanitarian Programmes.
- Bring deep climate knowledge and expertise to the development of new programmes, and to the organisation as a whole. Lead on training and support to partners in key areas of climate programming.
- Ensure there is a strong gender focus in all climate-related activities, and that activities adhere to latest international safeguarding and protection standards.
- Liaise where appropriate with Government and other local and national NGOs to strengthen the quality, credibility, and impact of our programming.
- Review all our humanitarian and livelihood programmes and identify key actions that can help improve their climate awareness and environmental protection.

## Strategic collaborations and Communications

- To be the representative, champion and spokesperson for World Jewish Relief on climate related issues, both internally and externally. This includes events on the international stage, including global climate summits and conferences.
- Grow our involvement and presence at relevant climate related networks, ensuring we are contributing and building our credibility in this sector. This includes leading our external engagement with the Climate and Environment Charter.
- Network, collaborate and advocate on behalf of World Jewish Relief to create partnerships with other IN-GO's, and the Jewish community here in the UK, and abroad.

## Research and Good Practice

- Lead the organisation's understanding of the climate space, and key developments within it. This includes conducting relevant research on key topics and being at the forefront in World Jewish Relief's Climate Champions group; helping to develop plans and processes to implement our own Climate Framework and the commitments within the Climate and Environment Charter for Humanitarian Organisations.

## **Resource mobilisation and Donor Management**

- Guide and support the development of new innovative programmes that will meet key donors' funding criteria, and to input into proposals and report writing.
- Liaise with the Fundraising team to help coordinate support for fundraising initiatives, ensuring timely reporting and communication of programme activities where appropriate.
- Assist Fundraising and Marketing teams to mobilise financial resources through the provision of detailed operational project information and active participation in climate events and panels.

# The Person

You will be able to demonstrate the following:

## Education and Qualifications

### Essential

- Degree level or equivalent in a relevant subject. (i.e, Geography, International Development, climate adaptation, resilience, disaster risk management, or humanitarian studies)

### Desirable

- Recognised qualification that shows climate knowledge and expertise.

## Knowledge and Experience

### Essential

- 3-5 years' experience in the climate resilience sector and demonstrable knowledge of how to build and manage climate resilience programmes
- Knowledge of humanitarian and or livelihoods programming, including monitoring, evaluation accountability and learning (MEAL) processes is critical

### Desirable

- Demonstrable knowledge of carbon emissions reduction within organisations
- Demonstrable experience in supporting resource mobilisation
- Knowledge of gender theory and inclusion practice
- Experience of working in Nepal, Bangladesh, Ethiopia, or the Philippines

## Skills and Abilities

### Essential

- Cross-cultural sensitivity and ability to work with overseas partners with varying levels of English
- Strong administrative, research, analysis, numeracy and IT skills
- Well-developed interpersonal skills
- Ability to use own initiative

- Excellent oral and written English communication skills with an ability to produce accurate, factual and compelling reports, proposals, and presentations

## Other

### Essential

- A commitment and empathy to the work and values of World Jewish Relief
- Ability and flexibility to travel overseas when required



# Employee Benefits:

- 23 days holiday plus bank holidays and Jewish holidays. After 2 years' service holiday entitlement increases to 25 days.
- Pension scheme - we contribute 5% to the World Jewish Relief pension scheme.
- Life Insurance - up to 3 times salary to nominated beneficiaries
- Health Cash Plan - cash back to cover the costs of dental treatment, optical care, specialist consultations and a range of complementary therapies
- Enhanced maternity & paternity pay
- Employee Assistance Programme - free, confidential advice or support with any personal or work related concerns or free counselling if needed
- Season ticket / travel to work loan
- Cycle to Work Scheme
- On Friday the office closes at 3pm
- We encourage flexible working/working from home and offer a range of flexible working options

## Terms and conditions

**Salary** £44,000 - £46,500 pa dependent on experience

**Contract** Permanent

**Hours** Normal hours of work are 9:00 am to 5.30 p.m. Monday to Thursday and 9.00 am to 3.00 p.m. on Friday

**Location** UK based. Ideally the role would be based in London, but for the right candidate we are willing to accommodate any UK-based working arrangements. Hybrid working between our offices in London and working from home.

## Safeguarding

As this role has contact with vulnerable groups, it is subject to a satisfactory Dis-closure and Barring Service (DBS) check and references.

World Jewish Relief is participating in the Inter-Agency Scheme for the Disclosure of Safeguarding-Related Misconduct in Recruitment Process within the Humanitarian and Development Sector. We will therefore seek information about safeguarding-related misconduct (i.e. sexual exploitation, sexual abuse or sexual harassment) that a candidate has been found to have committed when we obtain references from successful applicants.

## Equality, Diversity and Inclusion

World Jewish Relief promotes equality, diversity and inclusion in our workplace. We invite and welcome applicants from diverse backgrounds. We encourage applications from candidates of different ethnicities, socio-economic backgrounds, race, gender, age, disability, sexual orientation and of faith or none that meet the criteria set out for this role. Candidates from the global south or with lived experience would be particularly welcome.



You don't need to be Jewish to work for us, but you must share our desire to assist those who need help based on their vulnerability, not their identity, recognising the dignity and potential of all people.

## How to apply:

To apply please upload your CV and a cover letter which demonstrates your suitability for the role by answering the following questions:

1. Why are you interested in the role and how do you meet the person specification?
2. What are the most pressing climate challenges facing vulnerable communities globally, and what do you think World Jewish Relief's role should be in addressing these challenges?

**Closing date: 7th July 2024**

