



Director, Networks and Convenings

Position Description

Position Title: Director, Networks and Convenings

Location: Remote (global)

Status: Full-time

Salary: Up to \$75,000 annually

Deadline to apply: April 2, 2021

About IAVE

IAVE - the [International Association of Volunteer Effort](#) - is a 501(c)(3) organization whose mission is to enable leaders of volunteering worldwide to stand in solidarity with one another to promote, strengthen and celebrate volunteering in the many ways it happens throughout the world. Working with a distinctive global perspective, IAVE is the only international NGO that brings together leaders of volunteering -- in corporations, in countries, and at large -- to support their growth and impact so their activities can achieve progress toward solving society's pressing problems.

For 50 years, IAVE has advocated for the fundamental importance of volunteering as vital to creating a fair, peaceful and compassionate world. IAVE's biennial World Volunteer Conference, begun in 1970, is the only sustained convening of volunteer leaders throughout the world. This event creates a vital space within which to affirm a global culture of volunteering and the importance of volunteers to enhancing social cohesion. Our Global Network for Volunteer Leaders brings together some 70 leaders of in-country volunteer organizations to help strengthen, expand and advocate for volunteer efforts.

IAVE regularly joins forces with other organizations that involve volunteers, including the United Nations Volunteers, the International Federation of Red Cross/Red Crescent Societies, United Way Worldwide, Points of Light, Volunteer Groups Alliance, and Volunteer Service Overseas.

Position Summary

The Director of Networks will drive the visioning and strategic expansion of IAVE's Global Network for Volunteer Leaders. Reporting to the Executive Director, this role will be a critical member of the team during a time of strategic transition for the organization. This is an exciting opportunity to shape the path forward at a leader and convener in the global social impact space.

To be successful, the Director will have a deep understanding of networks, a clearly articulated theory of change about what makes them successful, and experience convening them in the spaces and venues in which they thrive. They will also need to understand complex global issues, and have experience identifying diverse leaders to connect and engage in dialog to drive impact. They need to be sensitive to regional differences and calibrate strategies to the reality on the ground.

This person should have direct experience working to build networks, complex project management, VIP-level communications, and partner cultivation and management. This person will be intellectually curious, thoughtful, creative, and highly organized with top-notch communications and network-building skills. They are animated by the power of networks and convening to advance impact in the world. This role will be instrumental in executing ways to drive impact for volunteering leadership globally through in-person and online convenings and activations.

Responsibilities

- Develop a regional expansion strategy for the Network based on the unique needs and opportunities on the ground; set growth targets and milestones globally and in specific sub-regions.
- Oversee the curation and design of program offerings to best serve the individual and collective needs of the member base and facilitate peer-to-peer exchange of knowledge, data, and insights.
- Set KPIs and measures to evaluate immediate and longitudinal gains in effectiveness and impact of members.
- Identify data gaps and manage knowledge creation, including research commissions.
- Actively identify individuals and organizations who could benefit from and contribute to GNVL's unique peer-to-peer community and recruit them to join as members.
- Establish financial management systems and operational procedures for the GNVL.
- Work closely with the Executive Director to build strong partnerships with organizations that can help advance IAVE's mission and extend its reach globally.
- Research, develop, and execute convenings (conferences, webinar, panels, workshops, etc.), across a wide variety of topics for the Global Youth Summit, the World Volunteer Conference and other IAVE-affiliated events.
- Monitor relevant global news, emergent topics and solutions, and the work of experts and practitioners.

Required Skills and Experience

- Deep understanding of networks, with direct experience creating and managing movements of people based on a clearly articulated theory of change.

- Global project management expertise and evidence of having built a system from the ground up.
- Minimum of 12+ years professional experience with 6+ years in a position requiring complex project and external relationship management.
- Experience working collaboratively with external partners on major projects.
- Ability to translate from strategic imperatives to logistical realities.
- Demonstrated experience putting together both virtual and in-person convenings.

Qualifications

- Available for international travel (~10%, post-pandemic) and willingness to work in flexible workplace environments.
- A global mindset.
- Strategic acumen as evidenced by the ability to envision a horizon (that is not yet evident) and design and implement initiatives that actively move towards it.
- Both strategic and 'hands on'.
- Fluency in both spoken and written English.

Please Note: IAVE is a global organization committed to a staff that represents this. Therefore, we will consider applicants located outside the United States through secondment (for a minimum period of three years), a consultancy, or a partnership agreement with an in-country organization.

All applicants must be authorized to work within their country of residence. IAVE cannot support work authorization of any kind.

Applicants:

IAVE is an equal opportunity employer. All qualified candidates are encouraged to apply. Salary: annual salary of up to \$75,000.

Please send a resume, cover letter expressing your passion for the mission and your fit for the role and a writing sample to employment@iave.org. Deadline for receipt is the 2nd of April, 2021 but applicants are encouraged to get their materials in promptly.