

Job Title: International Development Advisor

Location: Downtown Toronto, Ontario (Hybrid; minimum 2-days per week in office)

Employment Type: Permanent Full-time

Who We Are

The Peter Gilgan Foundation is a private family foundation based in Toronto. We aim to support partners as they build a more healthy, prosperous, and sustainable future. We have four broad funding priorities: Children, Youth & Families; Indigenous Youth; Climate Change; and International Development.

Our international development partners support women and girls to access equitable and sustainable healthcare, education, and economic opportunities, with a focus on sub-Saharan Africa. We anticipate an increasing focus on supporting women smallholder farmers to adopt climate-adaptive practices, and improving access to water, sanitation, and hygiene (WASH) for women and girls. We aim to measure our impact using the Sustainable Development Goals.

What We Offer

Reporting to the Program Director, the International Development Advisor will lead on areas of research, relationship management, program development and implementation, impact measurement, and thought leadership. This post will play an essential role in the Foundation's work overseas. Some travel will be required.

We are looking for an international development expert to help us grow our International Development granting and impact investing program across these priorities:

1. **Maternal and Child Health** – reducing the burden of diseases, improving nutrition for new and expectant mothers and their babies, strengthening health systems, and increasing access to WASH.
2. **Education and Economic Opportunities for Women and Girls** – providing access to education for girls and putting women at the centre of climate-adaptive economies.

Responsibilities

Program Development:

- Collaborate to build and deliver an ambitious and impactful International Development grant portfolio
- Undertake research and identify areas of greatest potential impact within our priorities, and lead the design and implementation of initiatives and calls for proposals to address these areas
- Assess opportunities and advise the Investment Committee on international impact investments
- Collaborate with the Climate Change Advisor to apply a 'climate lens' across all initiatives

Grant Management:

- Review applications for funding and undertake due diligence on potential for impact
- Facilitate the International Development review committee
- Steward relationships with applicants and partners
- Implement an impact measurement approach in line with the Sustainable Development Goals
- Monitor and report on key performance indicators and co-benefits

Communications:

- Represent the Foundation at events and forums
- Collaborate to convene thought leadership and capacity building events with partners and peers
- Create opportunities for knowledge sharing and awareness raising, such as impact reporting, case studies, and data visualizations

What You Bring

Must have:

- Undergraduate degree in international development related field, or equivalent experience
- Expertise in at least one of our International Development priorities
- Experience delivering international development outcomes in sub-Saharan Africa
- Experience in program development and partnership management
- Experience in impact measurement and the Sustainable Development Goals
- Excellent interpersonal, collaboration, and communication skills
- Proficiency in Microsoft Office

Nice to have:

- Graduate degree in international development related field
- Expertise in both of our International Development priorities
- Deep knowledge of international gender equity and / or WASH (water, sanitation and hygiene) and / or climate-adaptive smallholder farming
- Experience living and working in sub-Saharan Africa
- Experience in international philanthropy
- Experience working with senior executives
- Knowledge of impact investing principles
- Understanding of the scientific, technical, and social aspects of climate change
- Expertise in delivering thought leadership and capacity building events and convenings
- Proficiency in Survey Monkey Apply or other grant management software
- Proficiency in Monday.com or other project management software

How to Apply

Send a cover letter and resume to talent@petergilganfoundation.org with the subject line: *“International Development Advisor Application”* by September 17, 2023

We sincerely appreciate all applications, but due to volume cannot respond to all applications. Qualified applicants will be contacted directly by the Talent Acquisition team.

The Peter Gilgan Foundation is committed to providing accommodation for people with disabilities. If you require accommodation through any aspects of the selection process, please notify us on your application and we will work with you to meet your needs. The Peter Gilgan Foundation is committed to creating a diverse, equitable, and inclusive work environment. We live that commitment by being open and accessible to all, by valuing and respecting every individual, and by equally supporting every employee. We invite and encourage applications from individuals with diverse lived experiences who may contribute to the further diversification of the Foundation’s community.