Programme Manager

SUMMARY

We are seeking an entrepreneurial, experienced Programme Manager to join our team at Yunus Sports Hub and manage a number of sport and social business related partnerships with major international institutions. This is a remote position, offering an opportunity to work independently and contribute to the growth and success of our team.

The Programme Manager will work closely with the Operations Director, and colleagues in the Programmes team and key stakeholders including programme partners and sponsors. The Programmes Team is responsible for the design, launch and implementation of projects all over the world; mobilising teams of experts, mentors and specialist partners to deliver sport and social business related activities on-the-ground and online.

- Location: Fully Remote
- Application Deadline: 12th-July-2023 (Midnight CET)
- Languages Required: English
- Starting Date: End of July 2023
- Expected Duration of Assignment: 1 year (potential for extension)
- Duration: 1-year contract with the possibility of extension
- Remuneration: based on profile and experience

WHAT YOU SHOULD KNOW

About the Yunus Sports Hub
Founded by Nobel Prize Laureate and Olympic Laurel awardee Professor Yunus, we harness the power of social business and sport to end poverty, unemployment and the climate crisis. Visit our website for more information

About our programmes

We work with thousands of young people, athletes, business leaders and organisations in sport to help them realise their social business potential. Our team work with organisations of all shapes and sizes around the world, from clubs and NGOs to global brands and federations.

To know about our programmes check out the “For Organisations” section of our website: https://www.yunussportshub.com/organisations

YOU WILL BE RESPONSIBLE FOR

The Programme Manager will work closely with the Operations directors and key stakeholders to:

- Support the design and launch of new projects, including liaison with programme partners, donors and sub-contractors to ensure expectations are aligned.
- Develop comprehensive project plans, including timelines, milestones, and deliverables.
- Monitor project progress, identify risks, and implement mitigation strategies to ensure successful outcomes.
- Support the recruitment and deployment of a global team of consultants, experts, and partner suppliers.
- Manage project budgets, allocate resources effectively, and provide regular reports.
- Develop and implement monitoring and evaluation frameworks to assess the impact of programs.
- Prepare reports and recommendations based on evaluation findings to drive continuous improvement.
- Build strong relationships with program partners, and suppliers

**YOU MUST HAVE...**

- Proven experience in managing complex programs, preferably in the field of Sport for Development or youth empowerment.
- Knowledge and understanding of global development issues, particularly related to unemployment, gender equality, and social cohesion.
- Familiarity with the principles and practices of community building, capacity building, and knowledge sharing.
- Strong project management skills, including budgeting, planning, and monitoring.
- Excellent communication and interpersonal skills to engage and collaborate with diverse stakeholders.
- Proficiency in monitoring and evaluation methodologies and tools.
- Experience in project focused fundraising.
- Great leadership, time management, facilitation, and organisational skills.
- Experience working in a deadline-driven environment with ability to quickly identify problems and solve them.
- Fluency in written and spoken English. Additional language skills are a plus.
WE LOOK FORWARD TO RECEIVING YOUR APPLICATION

To apply for the position, please submit the YSH Online Application before the 12th of July (midnight CET Time).

Note: the onboarding of the consultant is scheduled to occur from the 8th of August.

Any questions, reach out to Gabriela (gabriela.matus@yunussportshub.com)