

Network and Programme Lead

Remote working with flexible hours - with a preference for someone +/- 5hrs from the UK to enable collaborative working | 3 days per week | £300/day | Initial 6-month contract (start date - ideally immediate).

WHAT WE ARE LOOKING FOR

We are looking for a Network and Programme Lead for our Next Generation Foresight Practitioners network. If you want to make the world a better and fairer place for future generations and have a track record of delivering through networks in a grant funding environment we'd love to hear from you.

The role will lead the Practice team, ensure delivery of existing grants and set up new projects across the network as funding is secured. It is for a period of six months initially and could be extended depending on funding or evolve to match your skills and ambitions and the opportunities in our growing organisation. We're seeking someone who would thrive with a varied and evolving blend of responsibilities that involves: leadership, programme and project design, managing relationships, and driving delivery.

You will work with an experienced Practice Manager who manages all the day to day work across the small practice team (currently five people). This role reports to the Managing Director. We can flex the exact responsibilities across the team to fit the right candidate.

ABOUT NGFP

Founded and incubated by School of International Futures (SOIF - more info below) since 2018, the Next Generation Foresight Practitioners (NGFP) network exists to accelerate the transformation of the next generation of changemakers using foresight as a key tool to envision inclusive and equitable futures globally. With over 600 members from more than 90 countries across six continents, the NGFP network is one of the world's largest global networks of future-alert activists and practitioners.

NGFP members are both on the cutting edge of innovative practice developing new frameworks and tools, and also working to apply foresight across a wide range of sectors from the future of education, new youth engagement methods, governance reform for African youth, sustainable food systems in India, and the future of energy. Recent initiatives have included Digital Futures – exploring African based views (Kenya, Nigeria and pan-African groups) on new policy responses and innovative ideas, actors, and build activism and advocacy to engage relevant governments

around responsible tech.

Our role as the NGFP team is to:

- Build the pipeline and identify emerging practitioners through our annual recruitment of a new cohort of Fellows (right now, our 360+ 2023 applicants are going through a judging process - we will have a new cohort of about 25 ready to announce and onboard in September).
- Accelerate our Fellows' (and wider network) practice and projects through learning opportunities, access to funding, and support from peers and mentors.
- Amplify their work - finding opportunities to tell their stories, and plug them into opportunities where they can showcase and influence - such as UN dialogues, global summits and relevant blogs and panels.
- Coordinate design, fundraising and delivery of demonstrator projects
- Connect our members - to each other, and to our wider community. We have a group of emerging sectoral 'hubs' that we serve where network members convene, learn and act collectively around specific issue areas (such as climate, intergenerational fairness and emerging technologies)
- Connect our different communities - judges, fellows, sensing network, funders, commissioners - to each other and the wider SOIF community

ABOUT THE SCHOOL OF INTERNATIONAL FUTURES (SOIF)

School of International Futures (SOIF) is a global non-profit collective of practitioners in strategy and policy for current and future generations.

Our vision is a better, fairer, and more sustainable world for current and future generations. We achieve this by empowering people to use participatory futures and foresight to drive societal transformation through their organisations, communities, and countries.

We are a values-led organisation. We have always worked with people who are using foresight to create positive change and hope. And our approach ensures that the end of any foresight journey is rooted in impact. We improve outcomes at three different levels:

- Citizens are involved in shaping their desired futures: citizens — especially next generation voices — have the power to make and shape their desired futures by participating in decision-making.
- Organisations and sectors are prepared for the future: Organisations, social movements and sectors are able to engage with upcoming signals of change and navigate an uncertain future
- Leaders make intergenerationally fair decisions: Leaders are supported and enabled to take the interests of future generations into account in their decisions.

We are passionate about creating a fairer world and committed to building a diverse and inclusive organisation. We have an international workforce and clients and are keen to hear from applicants across different countries and sectors. We offer flexible contracts and enable our people to balance interests and caring commitments outside SOIF. We are open to flexible working and job shares. Our team is based across different time zones and there is a lot of flexibility about when you work and in which time zone.

RESPONSIBILITIES

We anticipate that there will be a roughly equal split across these areas

Strategy & Leadership:

- Preserve, embed and enhance the Practice and network's values, principles and culture.
- Work with the team to prioritise and ensure that the practice meets its 2023 goals.
- Oversight and support for the NGFP team (currently five team members). You will only have management responsibilities for one (the NGFP Practice Manager), but will provide support, guidance and accountability to the team as a whole.
- Collaborate with members of the Senior Management Team to set our strategy, goals and budget for 2024.

Programme and Project Design:

A number of new programmes and projects co-designed with and for NGFP network members are likely to have funding confirmed in the next few months. You will be responsible for:

- Being the key contact with existing external partners - establishing collaborative ways of working and mutually beneficial learning relationships
- Input on the design of any new projects we secure funding for - what the outputs (including learning questions and stories), activities and milestones should be in line with our expertise, goals and values.

Delivery

Supported by the Practice Manager you will be responsible for overseeing delivery and ensuring that the work of the practice delivers impact

- Making decisions about resourcing - who does what, and proposing where we need to bring in additional support.
- Providing leadership support to ensure that everyone is clear on their responsibilities and there is clear accountability and collaboration structures in place to deliver.
- Ensuring work across the practice is high quality and delivered in line with SOIF and NGFP's values and frameworks

We also have a number of activities which we will be delivering in service of the Fellowship - whilst plans to resource these are already in place, you will be expected to ensure these are delivered. These projects include:

- Announcement and on-boarding of the new cohort of NGFP Fellows
- Implementation of the activities of the revised Fellowship offer: a mentoring programme, virtual 'monthly connect' programme, rollout of Hivebrite (online platform) and the delivery of a foresight learning programme.

Partnership Development:

- Steward and nurture relationships with existing partners including ensuring that we meet our reporting requirements.
- Work with NGFP Sectoral hubs (climate, digital futures, intergenerational fairness, health and rural futures) to develop concept notes and source funding for projects.

You don't need to be a futures or foresight expert, but we do expect you to be actively curious about the sector and have a demonstrative commitment to a fairer and more equitable future.

EXPERIENCE AND SKILLS

For this role, mindsets and experience are more important to us than qualifications or having a specific background. Please read through the following statements and if most of them sound like you, then we would love to encourage you to apply!

- **Networks mindset** - do you have experience of supporting and designing networks, and understand how networks differ from projects and programmes?
- **Values and equity driven** - are you someone who can centre equity and inclusion in how we operate, convene and engage with members and partners, and design programmes and projects?
- **Experienced manager** - do you have experience of managing diverse and distributed teams to deliver? Can you task clearly, empower your team and support them to be effective? Are you able to listen to lots of perspectives and streamline these to give your team a feasible plan?
- **Track record of delivery** - can you set up complex projects so that people are clear on roles, outcomes and tasks? Do you have experience of delivering and reporting on grant funding? Can you manage risks and ensure projects deliver against expectations?
- **Clear thinker and writer** - are you able to express yourself and the insights from others confidently and fluently for concept notes, proposals and reports

Experience in fundraising is desirable but not essential as this responsibility sits with the Managing Director and Operations Director.

APPLICATION PROCESS

To apply, please upload a CV and cover letter and answer 3 questions related to the key experience and skills above on our website: <https://soif.org.uk/jobs/>

The final closing date is 10pm (GMT) Sunday 16th July, with interviews being planned for 20th July (with some flexibility if needed). However, it is important to us to fill this role quickly, so we may bring the closing date forward if we get sufficient high quality applications before 16th July to proceed to interviews. If you're keen, don't hang about!