

**Job Title: Senior Program Officer, Gender Integration (18-month limited term employment)**

**Division:** Global Growth and Opportunity (GGO)

**Group:** Gender Equality

**Location:** Seattle

**Foundation Summary**

Guided by the belief that every life has equal value, the Bill & Melinda Gates Foundation works to help all people lead healthy, productive lives. In low and middle-income countries, it focuses on improving people's health and giving them the chance to lift themselves out of hunger and extreme poverty. In the United States, it seeks to ensure that all people—especially those with the fewest resources—have access to the opportunities they need to succeed in school and life. Based in Seattle, the foundation is led by CEO Sue Desmond-Hellmann and co-chair William H. Gates Sr., under the direction of Bill and Melinda Gates and Warren Buffett.

**Group Summary**

The Global Growth & Opportunity (GGO) division works to catalyze sustainable transformative change in the face of inequities and market failures, to realize the potential of untapped markets, and to see the economic and social benefits of including everyone. We focus on the areas of Agricultural Development; Financial Services for the Poor; Water, Sanitation and Hygiene; and Gender Equality. We seek solutions that are sustainable, transformative, and inclusive with an eye toward applying technology innovations as well as data evidence to drive change in the world's developing countries.

In the countries where we work, women and girls face differential barriers to their health and development because of the ways that poverty and inequality are interconnected. Fundamentally, we believe that gender equality is a powerful means to lift poor households out of poverty. At the core of every problem the foundation is trying to solve, whether productivity or disease, the under-valued but powerful lives of women and girls are central to the solution. We recognize that our goals will be harder to achieve if half the world's population is left behind, and unless we systematically address gender inequalities and meet the specific needs of women and girls. The Gender Equality (GE) team works toward that purpose in three ways:

- ***Amplifying the impact*** of the foundation's goals by helping program strategy teams apply a systematic gender lens to their work and target specific gender gaps through catalytic investment.
- ***Building the gender equality field*** through technical leadership and policy change.
- ***Driving innovation and learning*** on gender equality that pushes new thinking, and tests and scales new approaches.

Our first GE strategy, launched in March 2018, is anchored on improving Women's Economic Empowerment (WEE) through the following levers and platforms:

- **Financial Inclusion:** Ensuring women have more access to and use of digital financial services, especially mobile bank accounts and digital payment systems, so that they can make their own decisions about spending, saving, taking financial risks and building their own financial futures.
- **Opportunity:** Connecting women to new market opportunities to increase their profits and incomes, especially in the agricultural sector. Building evidence of the most effective interventions that help the poorest women participate more fully in the economy.
- **Support and Connection:** Investing in savings groups and/or women's collective platforms that can help women support each other and build up their economic power and voice. Creating a new generation of such groups beyond India in African countries, and exploring the use of digital technology as well as approaches to empower broader age segments; including adolescent girls and young women.

The GE strategy also includes our cross-cutting and technical work on:

- **Gender data:** Improving gender measures and data systems, filling gender data gaps, and strengthening gender research and evaluation, to inform policies and programs that better address the challenges facing girls and women.
- **Women's movements and improved accountability for progress on the Sustainable Development Goals (SDGs):** Supporting progress toward the SDGs and women's ability to collectively organize and advocate for their rights through women's movements.
- **Gender mainstreaming:** Building capacity and accountability across program strategy teams to make the needs and interests of all genders an integral part of the design, implementation, monitoring and evaluation of any planned action, so that inequality is not perpetuated and everyone can benefit equally.

### **Position Summary & Responsibilities**

Since 2016, the foundation's gender mainstreaming work has focused on **gender integration**, specifically the application of a gender lens to accelerate progress toward sectoral goals. Building on a rich history in this space, the GE team has developed a customized approach, with action-based learning at its heart, and a set of service and product offerings tailored for internal program strategy teams (PSTs). Through deep technical partnerships, the GE team supports PSTs to develop gender-intentional strategies and target specific gender gaps through catalytic investments and well-tracked results.

As Interim Senior Program Officer (SPO), you will be responsible to implement the Gender Integration Initiative (GII) with teams across the Global Growth & Opportunity division (Agricultural Development, Financial Services for the Poor, and Water, Sanitation and Hygiene), with the potential to expand to selected teams within our Global Health division. You will also be responsible for the continued development of tools and resources to support teams on their gender integration journeys and for creating and promoting opportunities for cross-foundation learning about gender integration.

### **Core Responsibilities**

As Interim SPO, you will ensure quality delivery of the GII with PSTs. This will include: conducting a review of available evidence on what works to accelerate PST outcomes through the application of a gender equality lens; developing a learning agenda of priority questions to be answered through research-based investments on gender equality and sector outcomes; and developing a set of case studies as learning tools on internal and external projects within the PST sector that have successfully integrated gender. You will support the PSTs to conduct a comprehensive portfolio review, rating grants based on foundation gender equality criteria. Implementation will also include:

- **Capacity Building with PSTs:** Deliver a three-module capacity building program and associated learning tools, for program staff and teams, tailored to address sector outcomes, and designed to achieve explicit learning outcomes through effective adult education instructional approaches.
- **Gender Technical Support:** Manage the external technical support provided to PSTs through the effective implementation of the gender equality Reach Back Technical Support model (launching in July 2018) and other consulting contracts. Ensure a clear engagement strategy and prioritization of technical learning opportunities so that high quality technical support accelerates gender integration into investment design. Provide quality assurance and regular monitoring of the delivery of this model to enhance the GII team's ability to meet PST needs.
- **Team Engagement:** Support PSTs through the cultivation of actively engaged Gender Core Teams that you will mentor and support in their technical growth on gender integration and their effectiveness as resources on gender integration.
- **Measurement:** Finalize the establishment of a measurement and tracking system to monitor and evaluate the results of gender integration efforts within prioritized PSTs. This system will include a learning tool to allow continued piloting, testing and validation of creative and innovative approaches

to gender integration, as well as a communication tool (dashboard) that illustrates the changes achieved through gender integration efforts across the foundation. Incorporate measurement insights into the revision of the Gender Integration Initiative as deemed appropriate.

Additional areas of work will include:

- **Gender Equality Toolbox**: Oversee and curate the development of new content for an online Gates Gender Equality Toolbox. This may include the inclusion of additional gender integration case studies, gender & sector evidence reviews, measurement guidance, and other resources as deemed appropriate. The primary audience for this toolbox is foundation staff, though it will be a public site available to all our partners and others in the gender & development community.
- **Cross-Foundation Learning**: Provide oversight and technical input into initiatives that develop gender knowledge and program-based learning across the foundation through targeted initiatives (such as the Women and Girls at the Center of Development Learning Agenda or the Gender Speakers Series). This may also include offering introductory gender workshops to interested staff not already partnering with the GE team.
- **Grant Review**: Provide targeted technical input as a reviewer of select grants related to the foundation's gender integration work (e.g. on gender capacity building).
- **People Management**: This role will manage one person (through February 2019) and will work in alignment with gender focal points across a highly matrixed model. Ensure clear communication of performance expectations, goal alignment, integrating project and change management, giving and seeking feedback, providing coaching, measuring progress, holding people accountable, and recognizing achievement and lessons learned.

## **Leadership & Culture**

We believe that energized people, working well together, fueled by great leadership in an inclusive environment in which they thrive, will do phenomenal things.

## **Core Knowledge & Skills:**

We are looking for people who enjoy the opportunity of working on complex problems and collectively creating solutions that have the potential for transformative change in the lives of people around the world. You must be prepared to work across a diverse set of disciplines, bridging a wide range of expertise all the while being a team player, with a demonstrated ability to work with flexibility, efficiency and diplomacy in an exciting, challenging environment. The responsibilities of this role require that you should have an unquestioned commitment to gender equality and be recognized by the global professional community as an expert in gender equality and women's empowerment with grounded experience in gender integration. Additionally, we seek:

- Expertise in gender integration across program sectors, including topic expertise on gender equality in at least one of the following areas: Agricultural Development, Financial Inclusion, Water, Sanitation and Hygiene, and/or Global Health.
- Deep technical understanding and application of gender analysis tools, program operational models on gender equality, and how to apply these to program/project design with an impartial view of their efficacy and value.
- Rigorous research background with experience in leading evidence reviews on gender integration and program sector results. Demonstrated capacity to use data and evidence as a driving tool for gender integration and mainstreaming.
- Background as a gender trainer with proven ability to develop and deliver evidence-based capacity building programs on gender equality targeted to diverse audiences.
- Clear communication skills – ability to translate complex ideas into a coherent, absorbable synthesis across diverse audiences.

- Demonstrated ability to work with diverse stakeholders across a highly matrixed work environment. Excellent partnership building and stakeholder management skills and judgement. Ability to define connections across different teams and parlay those into key measures of progress.
- Ability to define a plan and implement against established goals. Results-oriented with an ability to prioritize and focus and get things done within a complex organizational structure.
- Demonstrated initiative to solve unstructured problems with creativity, high energy, and a positive outlook.
- A highly-cultivated sense of resilience. Can accept and recover from setbacks, adapt well to change, and drive forward in the face of adversity.
- Advanced degree with 10+ years of experience or equivalent work experience.
- Ability to commit 10-15% of time to domestic and international travel.
- A sense of humor.
- Commitment to the foundation's core values, mission and programs with an approach that is consistent with the foundation's guiding principles while holding oneself to the highest ethical standards.

This is an interim backfill role to cover for someone who will be out on parental leave. The duration of the assignment is targeted for 18-months starting in August, however, the start and end dates may change.

Internal candidates are required to have a conversation with their manager to confirm support before applying to this position. Managers have the right to decline a request to apply for a backfill assignment; regardless of tenure in role.

Please apply to this posting to indicate your interest in the position, rather than contacting the hiring manager directly.

As part of our standard hiring process for new employees, employment with the Bill and Melinda Gates Foundation will be contingent upon successful completion of a background check.