



## GROUND TRUTH SOLUTIONS

# Programme Manager – cash and vouchers

### Summary

Ground Truth Solutions is looking for a Programme Manager/Senior Programme Manager (experience-dependent) to work as an integral member of the core team as we scale up our activities. This position holds responsibility for designing and managing projects and using analysis to influence policy discussions on humanitarian cash and voucher assistance.

### About Ground Truth Solutions

Our mission is to ensure that people affected by crises have a say in humanitarian action, from individual aid projects to global humanitarian reform. To achieve this, we collect feedback from people at the receiving end of aid. We challenge and encourage aid agencies to use this feedback to optimise their work. We influence policymakers, governments, and aid agencies to bring change to the humanitarian, health and environmental sectors.

### About our work culture

We are a committed team of people who take the responsibility of receiving funds to work toward aid reform seriously. We strive for excellence, constantly challenging the status quo (internally and externally), and conducting ourselves with discipline, creativity, curiosity, boldness and candour. We seek diverse viewpoints. We work hard, we communicate directly and along the way, we have fun.

We are a small, agile organisation trying to change the humanitarian system; not a bureaucracy. This has pros and cons. If you prefer being told what to do, working in a silo or following a manual, we may not be the organisation for you. Our culture best suits those who like being part of the solution, believing things can change and working creatively and collaboratively. If that sounds like an environment you would grow and thrive in, keep reading.

### Main responsibilities

- Manage country and regional projects (including our current 'cash barometer' initiative) that aim to ensure recipient voices are prominent in the design and delivery of cash and voucher assistance, ensuring project components are delivered to a high standard and in line with objectives and donor requirements
- Ensure country projects maintain a complex network of partners, and that our findings are maximised to influence programme and policy decisions
- Manage budgets and project procurement, as well as donor reporting
- Manage project coordinators and analysts, ensuring high performance and helping them work toward their development goals
- Ensure reports and other communication products are produced to the highest possible standard and are fit for purpose

- Working with statistics, directors, communications and / or the policy coordinator, ensure findings are included in global policy fora and decision-making, and that lessons on cash are shared as a public good
- Act as a member of the Coordination Team (middle management group) and provide support or leadership in core responsibility areas (e.g. HR, finance, retreats, communications) as well as facilitating team meetings and learning sessions

We are looking for a candidate with:

- Master's Degree or higher in a relevant field (e.g. political science, development studies, business) or equivalent experience in the humanitarian space
- Knowledge of or experience in humanitarian cash and voucher assistance, and a professional network of relevant actors
- Awareness of developments, debates and problems in global cash policy and practice
- A minimum of 6 years of relevant experience, preferably in the field(s) of project management and implementation in humanitarian operations, monitoring and evaluation, donor reporting and data analysis
- Experience with multi-disciplinary, multi-national teams in complex emergencies / environments
- High level of familiarity of humanitarian sector and humanitarian accountability or reform debates and initiatives
- Experience in engagement with UN Country Teams, government officials, local civil society, INGOs, donors an advantage
- Willingness to travel for work to crisis affected countries, including conflict settings
- Experience of mixed methods research approaches
- Excellent communication and interpersonal skills; ability to represent Ground Truth and the project professionally in external relations
- Strong organisation and coordination skills
- Demonstrated ability to work independently, creatively and flexibly
- Fluency in English is required, French and Arabic are highly desired
- Do you have other skills you think we need? Let us know!

### **What we offer**

A contract (full time) with a competitive package under Austrian law with the possibility of extension. The position will ideally be based at our HQ in Vienna. If the location is prohibitive for you but you tick all the other boxes, please apply anyway, and explain this in your application. GTS offers a flexible work model.

### **How to apply**

Tell us who you are, why you care and what you can do to help us achieve our vision. We are NOT interested to read a mere summary of your CV in your cover letter. Instead, tell us what exactly why you want to work for us, and what prepared you for *this* position. Tell us how you integrated into a team elsewhere and how you contributed to another organisation's success.

Submit your application (CV and short cover letter) to [hr@groundtruthsolutions.org](mailto:hr@groundtruthsolutions.org) with the subject "Cash PM application" by 12 August 2022. Note that only PDFs will be opened, to protect us from malware. GTS receives a high volume of applications. Any submissions that don't meet the requirements above will be disregarded. Applications will be reviewed on a rolling basis. The selection process will include multiple interviews and potentially a written exercise.