

WOMEN WIN is recruiting a People and Culture Manager

ABOUT WOMEN WIN

Founded in 2007, [Women Win](http://www.womenwin.org) (WW) is a global multi-dimensional women's fund guided by the vision of a future where every girl and woman¹ exercises their rights. With a global team based largely in the Netherlands, WW collaborates with diverse partners to increase the assets, access, voice, and agency of women and girls around the world. At Women Win we are driven by our vision and guided by our core values of gender justice, play, innovation, collaboration and change.

As an organisation we strive to build a unique and playful organisational culture that fosters learning, creates community, and brings joy to the whole team every day. We believe in flattening hierarchies, reducing bureaucracy, and eradicating unnecessarily heavy processes. We are looking for a People and Culture Manager (PCM), who is keen to work in a fun, inclusive, innovative, and collaborative working environment. Our ideal candidate can work with, lead, and support our Executive Leadership, People and Culture (P&C) Teams and Collective Culture Council in achieving our major strategic goals:

1. Championing Learning & Development.
2. Establishing more agile People Processes & Policies.
3. Developing optimal HRM Systems & Administration.

ABOUT THE ROLE

The PCM will serve as one of Women Win's key leaders, working alongside the Executive Leadership Team and with the team to advance all aspects of P&C, this position reports directly to the Deputy Executive Director. Fluent in English and a working knowledge of Dutch, they will bring significant technical expertise across a broad range of P&C practices and an interest in applying international and feminist lenses to this work. The PCM will work at all levels of the organisation coaching and advising team members, managing budgets, and overseeing the day-to-day operations of P&C to foster a thriving culture where all team members are able to bring head, heart and hands to work.

CORE ACCOUNTABILITIES

The core accountabilities of this role include:

- **Strategy:** Working with the Executive Team to design, develop and deliver an organisational development strategy appropriate to a growing feminist organisation.
- **Team:** Leading the P&C team and coaching and advising team members across the organisation.
- **Culture:** Championing our organisational culture including a strong focus on justice, equality, diversity and inclusion (JEDI) and learning including supporting the work of our internal Collective Culture Council.
- **Learn:** Cultivating a learning culture, bring new ideas and help us drive it forward by managing an Organisational Development Plan and facilitating informal learning processes alongside formal professional development opportunities.
- **Processes & Practices:** Women Win is made up of a global, passionate and diverse team, we aim to adopt agile, innovative and inclusive practices that comply with legal requirements and provide practical guidance, clarity and structure, while enabling agility across an increasingly decentralised and virtual workforce. Take a lead role in developing and managing a range of P&C policies and processes that align with these priorities as well as working with the Operations Team to improve and maintain our HRM systems and administration.

ABOUT YOU

At Women Win, a Manager holds an important leadership role. At this level, you manage a complex portfolio of work while executing tasks and coordinating with others in the team. You set clear expectations and goals and garner trust from the team through deep listening, recognition, and acting on feedback within your portfolio as well as throughout the organisation. You assimilate, analyse and prioritise information to identify what is important and provide strategic and operational solutions.

You have technical implementation experience together with broad knowledge of principles, approaches, methodological frameworks, and best practice theories in People & Culture. You maintain key internal stakeholder relationships and you display aspects of servant leadership by being supportive, empathetic, and able to cope with your own emotional responses. You remain calm in difficult or unforeseen situations. You enjoy a vibrant work hard play hard culture. You are inspired by WW's vision and the mission of each of its three brands.

Education: a university degree in a relevant field, i.e, Human Resources Management, Business Administration, or related fields.

Experience: In addition to People & Culture Manager level competencies (as described above), the candidate should have:

- At least 6 years experience in relevant multi-sector work experience.
- Display a passion for working in a global feminist women's fund with a focus on gender equity and women's rights.
- Have knowledge of Dutch employment laws and policies that affect P&C practices, while demonstrating a global outlook and perspective.
- Show a strong understanding of important concepts related to JEDI and have experience addressing JEDI in P&C practices.
- Ability to thrive in a fast-paced multi-cultural environment experiencing growth and change. Specific expertise related to change management processes would be a great asset.
- Exhibit high-level interaction skills to support complex interactions with staff across the organisation including excellent communication, interpersonal & negotiation skills.
- Display strong strategic thinking skills with a demonstrated capacity to drive a P&C strategy for an organisation, preferably a non-profit or international organisation.
- Demonstrate a strong ability to take initiative and act autonomously in the implementation of daily roles and responsibilities as well as strong analytical and problem-solving skills with the ability to reach positive solutions.
- Display servant leadership skills and an ability to adapt to the needs of the organisation and staff.

Travel: Ability and willingness to travel approximately 15% of the time to attend team events and retreats.

Working Hours & Location: Preference for a full-time position (minimum 32 hours) based in the Netherlands. While work location is flexible, the PCM must be available across standard WW work hours (CET time zone) for regular consultation with the staff and to be able to be in the Women Win office on occasion.

Women Win cannot procure a working permit for prospective candidates.

Salary: Manager level position with compensation based on the Women Win salary scale

Languages: Full professional proficiency in English and Dutch is required. Other languages highly valued.

TO APPLY

Hiring for this position is open immediately and interested candidates are encouraged to apply no later than **9 October 2023**. Please submit the following to jobs@womenwin.org with “People & Culture Manager” in the subject line:

- Motivation letter in English outlining how your skills and experience make you the best candidate for this position and why you’d like to join our team. Please indicate when you would be available to start at WW in your motivation letter.
- English resume/CV

Notes.

- Women Win strives to be a diverse and inclusive organization. For us, this translates to creating an environment where everyone can bring their authentic selves to work and make it easy for others to do the same. We encourage applicants with diverse backgrounds and experiences to apply.
- WW cannot procure a working permit for prospective candidates. WW will also be unable to provide individual feedback to applicants who are not short-listed.
- When we collect your personal information as part of a job application or offer of employment, we do so in accordance with industry standards and best practices and in compliance with applicable privacy laws.
- WW is committed to offering reasonable accommodations to job applicants with disabilities. If you need assistance or an accommodation due to a disability, please contact us at hr@womenwin.org.

To all recruitment agencies: WW does not accept agency resumes. Please do not forward resumes to our jobs alias, our employees or any other organisation location. WW is not responsible for any fees related to unsolicited resumes.
