

# WOMEN WIN is recruiting a Programmes Manager (Ignita)

## ABOUT WOMEN WIN

Founded in 2007, [Women Win](http://www.womenwin.org) is a global women's fund guided by the vision of a future where every girl and woman exercises their rights. We collaborate with diverse partners to increase the assets, access, voice, and agency of women, girls, and gender expansive people around the world. We invest in and support a global portfolio of partners while influencing cross-sector stakeholders and brokering unusual partnerships. Women Win works to advance girls' and women's rights amidst the scarce resources currently available for feminist movements.

## WHO WE ARE

We take our mission seriously – and we take play just as seriously. We're driven by purpose, energised by change, and we believe that joy, curiosity, and genuine care for one another are just as essential as technical excellence. The people who thrive here are those who can hold complexity with creativity – and who find their best work happens in collaboration with others.

## ABOUT IGNITA

Ignita operates as a feminist intermedium providing safe and responsive infrastructure to resource feminist movements to drive change. We steward a portfolio of approximately 20 projects and partnerships including fiscal hosting, incubation and intermediary grantmaking. Simultaneously, we invest in ecosystem-building initiatives including network membership, learning communities, collaborative innovation, and shared infrastructure. Our work centres solidarity, trust-based relationships, and movement accountability rather than transactional service provision. Ignita works closely with other teams within Women Win, particularly Finance and Operations, to deliver on Ignita's feminist intermedium ethos.

## POSITION SUMMARY

The Ignita Programmes Manager manages a portfolio of fiscal hosting partnerships and initiatives, serving as the primary contact for hosted partners while ensuring legal and fiscal compliance. This role sits at the intersection of partner support and internal coordination, translating Women Win policies into practice.

This position requires comfort with complexity and ambiguity, navigating tensions between compliance requirements and the flexibility partners need. The ideal candidate is an excellent problem solver who brings rigor to operational excellence, enabling stability, structure and coherence. With a deep affinity for systems and processes, this role contributes to the operational backbone that allows feminist initiatives to access resources and flourish.

Working with a diverse portfolio of 20+ partnerships – from emerging collectives to established organisations – the Manager contributes to evolving best practices in fiscal hosting while being part of a learning culture that values experimentation and growth.

Reports to the Ignita Director and works closely with Ignita, Finance, Operations, and wider WW teams.

## CORE ACCOUNTABILITIES

### Programmes and Partnership Management

- Manage relationships with fiscally hosted initiatives throughout partnership lifecycle, ensuring care, mutual learning and collaboration.
- Deliver onboarding processes, budgetary oversight, contractual management, and ensuring legal and fiscal compliance
- Maintain and improve grant management procedures (due diligence, agreements, systems) to meet partner and funder needs

#### **Stakeholder Engagement and Portfolio Growth**

- Network within feminist and philanthropic ecosystems to stay current on fiscal hosting innovations, and standards
- Align with Influence Team to identify opportunities, support intake processes, and maintain resource mobilisation documentation.
- Represent Women Win and Ignita brand externally as needed.

#### **Learning Mindset & Team Support**

- Manage and support Ignita team members, ensuring collaboration across WW teams, funders and partners
- Foster a learning culture by proactively sharing innovations, experimenting with new approaches, and seeking innovative ways of working from decolonised and feminist perspectives.

#### **Ignita Strategy**

- Contribute to Ignita strategy development by researching funding landscapes and ecosystem trends
- Translate strategic priorities into operational plans and day-to-day practice

### **ABOUT YOU**

**Education:** at least a university degree in a relevant field e.g. Gender, International Development, Human Rights, Business Administration etc.

#### **Experience:**

- 6-10 years in philanthropy, fiscal hosting, international development, women's rights, or international business
- Feminist mindset with solid understanding of grassroots organisations and feminist movements
- Financial management acumen; direct experience with fiscal hosting, or incubation preferred
- Demonstrated experience in grantmaking, programme design, and overseeing finance/compliance in nonprofit or fiscal hosting settings
- Strong judgment in applying organisational policies – distinguishing non-negotiable requirements from areas of appropriate flexibility
- Excellent project management and relationship-building skills across diverse stakeholders
- Cultural awareness and ability to work remotely with international teams
- Proactive, motivated attitude with ability to work independently and collaboratively

**Travel:** Ability and willingness to travel approximately 20% of the time, including Women Win team meetings and retreats.

**Languages:** English and one additional language fluency - orally and in writing. Additional languages are always a plus.

**Location:** Candidate is expected to work mainly CET hours to connect with colleagues and work collaboratively with the team, but home base is flexible.

**Working Hours:** Full time position (40 hours).

**Salary:** Manager level position with compensation based on the Women Win salary scale. Women Win believes in global pay equity meaning that team members' compensation is equalised regardless of location. Salaries are based on Women Win's salary scale which considers the expected level of competency and complexity of the role and strives to create consistency across the organisation. Women Win believes in putting our best offer upfront and standardising benefits to all candidates, in the interest of fairness for all team members.

**Benefits:** As part of our complete offer and in line with our commitment to collective care, Women Win offers the following benefits:

- 25 days of paid vacation time annually
- 3 shut down weeks annually
- Monthly wellbeing allowance
- Remote work and flexible work arrangements
- Home office contribution

### TO APPLY

Applications are open. The deadline is **Thursday 12 March 2026, 17:00 CET**.

Please send the following to [jobs@womenwin.org](mailto:jobs@womenwin.org)

- **CV** (English)
- **Cover letter (max 1 page)** addressing the following:
  - Share the example you're most proud of that illustrates your experience in programme or grantmaking design and/or financial and compliance oversight within a non-profit, fiscal hosting, or international development setting. Tell us the specific role you played, the complexity involved, and what you learned.
  - We're also interested in a situation where you had to exercise judgment in applying organisational policies - where the right answer wasn't clear-cut and required you to balance accountability with flexibility in a cross-cultural or complex context. What did you decide, and what might you do differently in hindsight?
  - Finally, tell us what draws you specifically to Ignita's model as a feminist intermedium - we're looking for your perspective on what this kind of infrastructure makes possible for feminist movements.
  - Please include your available start date in your letter.

### Notes.

*Women Win strives to be a diverse and inclusive organisation and encourages applicants from all backgrounds to apply. We are unable to sponsor work permits or provide individual feedback to applicants not shortlisted. If you require a reasonable accommodation due to a disability, please contact [hr@womenwin.org](mailto:hr@womenwin.org). We do not accept agency resumes.*