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| **Job Title** | | **Division:** | |
| Manager, Youth and Adolescent Partnerships | | FP2030 - Asia Pacific Hub | |
| **Responsible to:** | **Location:** | | **Date:** |
| Managing Director, FP 2030 | Kuala Lumpur | |  |
| 1. **OVERVIEW** | | | |
| Family Planning 2030 (FP2030) is a global partnership of governments, civil society, multilateral organizations, donors, private sector, and researchers committed to supporting the rights of women and girls who wish to use contraception. Our vision is a future where women and girls everywhere have the freedom and ability to lead healthy lives, make their own informed decisions about using contraception and having children, and participate as equals in society and its development.  Since our founding in 2012, much has been achieved, but more remains to be done. The global family planning community agreed that the gains of the last nine years should be sustained by extending this pivotal partnership. Through a global consultation, stakeholders from around the world provided their input on the future of family planning. Together, the community created a shared vision for 2030 that builds on progress achieved to date, adapts the partnership in response to the lessons of the first nine years and positions us to achieve the future women and girls around the world are asking for.  The FP2030 Support Network will include five regional hubs: North, West and Central Africa; East and Southern Africa; Asia and the Pacific; and Latin America and the Caribbean, and North America and Europe, led by an Executive Director who reports to the Governing Board. Each hub will be headed by a Managing Director supported by a small team. The hubs will be hosted by NGOs in five cities where the hubs will be located. The creation of these regional hubs is the key element of FP2030’s new structure, which will be put in place in 2022.  Each Managing Director reports to the FP2030 Executive Director who will lead the coordination and management of the Support Network. The Executive Director and the Managing Directors will work as an Executive Leadership Team to ensure that the vision and goals of the FP2030 partnership are fulfilled, and that momentum towards new commitments is maintained.  IPPF-ESEAOR has been selected to host the FP2030 Asia Pacific Regional Hub beginning 2022.  **Job Overview**  The role of youth and civil society partners are critical in the new FP2030 partnership model at the global, regional, and country levels. Importantly, FP2030’s ways of working are shifting away from prior, more passive framings such as “meaningful youth engagement,” into an approach that intentionally positions youth and civil society partners as essential to FP2030’s work and to the partnership’s success. The Manager, Youth and Adolescent Partnerships will be responsible for ensuring that youth partners are valued, supported, and serve as key collaborators at the regional level.  The Manager, Youth and Adolescent Partnerships reports to the Managing Director. This position serves as the lead for the Hub’s partnership with youth partners in the region, including collaboration with focal points. | | | |
| 1. **WORKING RELATIONSHIPS** | | | |
| Reporting to the Managing Director, the post holder will work closely with the rest of the Hub team. S/He will also collaborate closely with FP2030’s Senior Advisor, Adolescents & Youth, with FP2030’s Director, Advocacy & Partnerships, and with Officer, Youth Partnerships teams at all Hubs. | | | |
| 1. **MAJOR TASKS & RESPONSIBILITIES** | | | |
| * Drive and support the recruitment, retention, capacity building, and engagement of country-based youth Focal Points. * Seek out opportunities to increase partnership with youth and with youth-led organizations at the regional level and at the country level, and youth and youth-led organization’s participation throughout the Commitment process. * Organize and support FP2030 events and other opportunities to advance youth partnerships; identify opportunities to advance youth partnership within FP2030 events, collaborating closely with the Country Engagement Advisors and with the rest of the Regional Hub team. * Identify opportunities for FP2030’s youth partners in the region to participate in regional and global engagements – including FP2030 global engagements - and support their participation. * Working in collaboration with other Officers, Youth Partnerships and with the Senior Advisor, Adolescents & Youth, develop and establish a learning agenda for FP2030 to better document and assessment how to ensure adolescents and youth are seen as central to partnership efforts. * Organize trainings and other skill-building sessions for FP2030 staff on equitable partnership approaches, as appropriate. * Work with the FP2030 Senior Advisor, Adolescents & Youth and with technical partners to connect youth-led organizations and others seeking to advance youth partnership in the region with technical and advisory support. * Lead in implementing FP2030’s operational guidance for working with young people at the regional level and at the regional hub. * Participate in the development of FP2030’s adolescents & youth strategy and drive the implementation of that strategy in the region. * As relevant, identify opportunities to share success stories or other content from youth partners in the region, and collaborate with the Manager, Communications to share these stories.     **Other relevant duties:**   * Perform any other tasks assigned by the Managing Director. | | | |
| 1. **EDUCATION & QUALIFICATIONS** | | | |
| * Bachelor’s degree or equivalent standard of education required, in public health, public policy, international development, business administration, economics, or other directly related field. Master’s degree preferred. | | | |
| 1. **KNOWLEDGE, SKILLS AND ABILITIES** | | | |
| * At least 5 years of professional experience in global health, family planning, reproductive health, international development, or a related field – including experience with project management, advocacy, and coalition-building expertise. * Professional knowledge of and experience with the policy and programming landscape around providing quality contraceptive services to youth and adolescents strongly preferred. * Experience building and sustaining strong partnerships with youth partners. * Clearly held value and demonstrated experience in working with young people collaboratively, equitably, and intentionally. * Ability to think strategically and drive project implementation. Project management expertise with an ability to move projects forward from inception to implementation to completion. * Prior experience working in one or more of the countries in this regional portfolio preferred (see attached list of countries within this regional portfolio). * Experience in working with multi-stakeholder partnerships including governments, donors, multi-lateral agencies, developing countries and civil society organizations. * Excellent writing, editing, communications, and research capabilities, with advanced knowledge of and proficiency in the MS Office Suite (OneNote, Word, Excel, Outlook, PowerPoint) * Strong critical thinking, decision-making, and project management skills. * Team player with adaptable and pragmatic approach to work, able to work independently as well as with a team. * Strong time management and prioritization skills and the ability to meet deadlines and deliver objectives on time despite time constraints and pressure situations. * Ability to think strategically and help drive projects from inception to implementation. * Excellent interpersonal skills and cultural competencies. * Written and spoken fluency in English (professional fluency in French would be a plus). | | | |
| 1. **PERSONAL COMPETENCE** | | | |
| * Politically astute with a good understanding of the bigger picture, culturally sensitive and diplomatic. * Enthusiastic and motivated about FP2030’s vision, mission and values. | | | |

**Application**

Applications are particularly encouraged from women and from people with disabilities. FP2030 values equity-centred leadership and commits to furthering its racial and social justice values and commitments by integrating them into the organizational culture and weaving them into its global partnership work.

The above is intended to describe the general content of and requirements for performance of the position responsibilities. It is not to be construed as an exhaustive statement of essential functions, responsibilities or requirements nor meant to exclude other duties as assigned.