

<b>Job/Role Title</b>	<b>Global Lead Knowledge Sharing</b>
<b>Division</b>	<b>MA Development &amp; Impact</b>
<b>Grade</b>	<b>G</b>
<b>Location</b>	<b>Global</b>
<b>Responsible to</b>	<b>Director, Performance Learning &amp; Impact</b>

#### **Context of Role:**

In the last 12-months, IPPF embarked on a profound and transformative strategic planning process, with a new six-year Strategy (2023-2028) focused around four pillars (Center care on people, Move the sexuality agenda, Solidarity for change and Nurture the federation). This will ensure the Federation is strategically positioned to respond with agility to the needs of women, girls, and all the people it serves. To reach this ambition for our organization, a knowledge sharing function is integrated in our global performance, learning & impact team to facilitate the sharing and utilization of knowledge, learnings and experience between IPPF Member Associations and with Secretariat staff.

#### **Purpose:**

The purpose of this role is to strengthen and introduce practices and processes to ensure the efficient and effective orchestration of knowledge, so lessons are learned and insights are shared. It will support Member Associations and Secretariat staff across the Federation to be skilled at capturing, using, and sharing knowledge so that solutions can be replicated and adapted, and situations responded to more quickly. Reporting to the Director, Performance, Learning & Impact within the global MA Development and Impact division, this position will work closely with staff from across the IPPF Secretariat, and focal points and champions from IPPF Members Associations.

#### **Deliverables:**

##### **A strategic and integrated approach:**

- Lead the development and implementation of organizational plans toward systemic and holistic knowledge management, organizational learning within the Federation, in line with IPPF Strategy and in collaboration with functions and teams across the Secretariat.
- Design and oversee the implementation and internal uptake of platforms and technological solutions that fully respond to the needs of MAs and Secretariat staff for knowledge sharing and learning.
- Support IPPF in leveraging its expertise and learning to benefit the wider SRHR community by contributing to the sector body of knowledge through externally sharing its knowledge products (publications, learnings, practices) and contributing to relevant forums.
- Guide the design and implementation of effective learning tools and activities for the benefit of staff, MAs, and external stakeholders according to the IPPF strategic learning priorities.
- Support and enable a safe environment, adhering to the safeguarding reporting and monitoring requirements of this role.

##### **People Management, Facilitation and Coordination:**

- Design and facilitate a range of institutional practices that promote a culture of trust and openness and enable knowledge sharing, learning, and innovation throughout the Federation.
- Identify and engage champions and key focal points within the MAs and Secretariat who will support.
- Members to access and use knowledge-sharing tools, contribute content, and implement organizational learning processes, with a specific focus on MA-led centres and consortia.

### **Knowledge Management & Organizational Learning:**

- Scope and manage the successful execution of knowledge-sharing events, including seminars/webinars and peer learning sessions.
- Embed, at all levels, practices that foster learning from experience and knowledge sharing.

### **Management Responsibilities:**

- Leads task-oriented cross-functional/organizational teams as required.

### **Expertise:**

- Advanced application in organisational learning, knowledge management, international development, or a relevant experience.
- Development and implementation of organizational strategy and/or change processes through the provision of evidence-based recommendations and/or developing and embedding new ways of working.
- Proven ability to assess stakeholders' knowledge and learning needs and be innovative in designing and delivering appropriate targeted solutions.
- Prior experience in working within a complex organizational setting and influencing across boundaries: Capacity to develop broad networks and indirectly influence outside of own unit or division. Leverages understanding of the informal organizational network to develop trust-based relationships. Invests personal energy and time in building buy-in to ideas, strategic direction, or critical decisions.
- Able to work with Information Systems and express business needs to Information Technology teams.

### **Skills:**

- Fostering openness to new ideas: Invites others into the decision-making process through collaboration, group discussion, and debate. Creates an environment in which respect, equity, and positive recognition of differences are cultivated.
- Adjusts tactics or approaches in response to input from others. Requests feedback intending to take action based on consideration of that feedback. Encourages others to seek diverse views from across the organization. Identifies ways to ensure that diversity of thought is incorporated into and strengthens the overall solutions and approaches to problem-solving.
- Strong interpersonal and influencing skills. Ability to communicate with all management and staff levels, building direct, productive relationships with people at all levels across many business units
- Strong organizational skills, structured with the ability to identify and work on priorities and deliver to tight deadlines.

### **Personal Competence:**

- Excellent written communication and verbal communication skills.
- Fluent English is essential and a working knowledge of either French, Spanish or Arabic.

### **Your Ethos:**

- Demonstrate an understanding of and commitment to safeguarding in a local and international context.
- Demonstrates ability and willingness to work in a diverse, multicultural, multilingual and intergenerational environment that is anti-racist and respectful of others.
- An intersectional (pro) feminist passionate about sexual reproductive health care rights + justice, including safe abortion.
- Supportive of people's rights regardless of sexuality or gender identity/expression and supportive of workers' rights and access to health care in sex work.

IPPF is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees, volunteers, contractors and partners to share this commitment. Anyone employed with IPPF agrees to sign and adhere to IPPF's Code of Conduct and Safeguarding (Children and Vulnerable Adults) Policy.