

**Job Title:** International Programmes Manager

**Reports to:** Director

**Hours:** Full-time (40 hours a week)

**Main responsibilities:**

- Planning and implementing plans for the charity to expand into new countries to deliver aid, in liaison with local managers;
- Overseeing legal requirements for registration and operations;
- Liaising with the relevant team in Iraq to deliver training for field workers on documentation and evaluation;
- Overseeing media and marketing requirements of expanding the work of the charity to new countries, with support from a dedicated campaign manager;
- Planning engagement with its relevant stakeholders to support work in new countries;
- Ensuring compliance with UK and local legal requirements and regular reporting of activities;
- and other responsibilities arising from working in other countries.

**Skills required**

- 2-3 years of experience in a senior management role
- Fluency in written and spoken English, Arabic and Farsi (or Dari)
- Experience in the non-profit sector is desirable

**Pay:** Depending on experience