

## The opportunity

The Stone Family Foundation is at an exciting stage in its development. Over the next four years, the Foundation will be significantly increasing its investment in water, sanitation and hygiene (WASH). To realise the potential of this investment, the Trustees have decided to develop a small internal team which includes a Director of WASH Programmes and a Head of WASH Programmes.

The WASH Programme Manager is a new role that will play an integral role supporting the implementation of a five-year scale-up strategy, working with the Director and the Head of Programmes to achieve this.

## The Stone Family Foundation

The Stone Family Foundation is a UK charitable foundation established in 2005. Since 2010, we have focused most of our support on market-based solutions in WASH in sub-Saharan Africa, south and south-east Asia. The Foundation also gives around £1.2m per year to adult mental health and youth projects in the UK.

The Trustees wish to increase the Foundation's funding for market-based solutions in WASH from around £4m p/a currently, to £10m p/a by 2020. Core to our approach is our belief that entrepreneurship and business have a role to play in delivering improved and sustainable water and sanitation services for consumers living in Africa and Asia. We see our role as providing seed capital—as grants or investments—to help exciting and promising new approaches prove their model and grow in scale. We like to be an engaged funder with a high-risk appetite, willing to provide flexible funding to maximise social impact.

## Scaling up: What the Foundation wants to achieve

Our goal is to enable households in Africa and Asia to access and use high quality, affordable and reliable water and sanitation services. We believe that the private sector has a role to play in accelerating the expansion of these services in certain geographies and in certain parts of the WASH sector.

Our goals for the next four years include:

- Growth in the number of business models and private operators delivering affordable and financially sustainable services at scale.
- Providing additional support through programmes to help address complementary business challenges, facilitate investment and address any other barriers inhibiting their ability to scale successfully.
- Contribute to the knowledge and evidence base in the sector by supporting research, analysis and learning pieces.
- More funding, particularly private philanthropy invested in the WASH sector and spent in a way that maximises its impact by supporting high-quality and sustainable services.

## The role

The purpose of the role is to support the implementation of the Foundation's WASH strategy, managing the grant and investment cycles with partners and contributing to strategic initiatives. The WASH Programme Manager will provide support across all aspects of strategy implementation, leading the management of grantee relationships, with the potential to lead one or more of strategic initiatives. The role will also provide strategic and technical input to the development of inclusive business models and will support the development of internal grant and investment management systems. The role will be expected to be an ambassador for the Foundation's work both in the UK and internationally

This role is based at the Foundation's offices in central London, with significant amounts of travel mostly within sub-Saharan Africa and south and south-east Asia.

## Responsibilities

- **Grant-making and management**
  - Support the identification of potential grantees, lead due diligence processes, building recommendations to the Board.
  - Provide expert input to support monitoring and evaluation of grantee performance, conducting field visits as needed and working with the team to define non-financial support needs.
  - Reflect on and analyse findings from the field and grant portfolio, communicating findings internally and externally and assessing implications for grant-making strategy.
- **Strategy implementation and initiatives**
  - Design and undertake research and analysis to further that Foundation's knowledge of the sector, drawing conclusions and recommendations to inform the WASH strategy.
  - Support the development and implementation of new strategic initiatives (such as an integrated programme in Cambodia, strategic partnerships), taking the lead where appropriate.
  - Seek opportunities to work with other funders to support grantees and to develop catalytic funding initiatives (ie, giving circles; pooled funding mechanisms; co-funding).
  - Ensure that the Foundation extracts and communicates learning from grants, through a variety of platforms including written reports, social media, web and conferences.
- **Foundation management and day-to-day running**
  - Work with the Board of Trustees, by providing written reports and strategic/technical advice on a regular basis.
  - Support or lead the development of the Foundation's grant-making administration and systems.
  - Participate in team meetings to review grant recommendations and provide updates on grantee progress.
  - Be point of contact for some of the Foundation's relationship with suppliers, building collaborative and positive working relationships and effective communication channels with all.
- **Foundation's networks**
  - Maintain a wide network of contacts across a range of sectors engaged in similar or relevant activities.
  - Keep abreast of current research, policy, and trends in the issues related to WASH and philanthropy more widely.

- Represent the Foundation through verbal and written communications (blogs, reports) and by participating in conferences and meetings.
- Support the convening of meetings of key government, philanthropic, and non-profit leaders to coordinate efforts and funding.
- **Other**
  - Provide programme-related advice and support to Trustees, staff and external parties as appropriate.
  - Be prepared for extensive travel, with regular over-night stays, to meet the job requirement in full.
  - Fully participate in the professional life of the Foundation, including participating in away-days and conferences as required.

### Person specification

- **Essential**
  - Demonstrable experience of grant-making/social investment or WASH programme management.
  - Strong research and analysis skills, including some experience of evaluating social outcomes.
  - Excellent writing skills, including the ability to tailor style and tone to the purpose and audience.
  - Excellent oral presentation and communication skills, and personal presence to represent the Foundation in diverse forums and relationships
  - Proven experience of building excellent working relationships, and the ability to engage with key external stakeholders, including in business and government.
  - Ability to assess and balance risks, and demonstrate sound judgement skills.
  - Well organised, able to prioritise work for self and others, and work effectively under pressure and to tight deadlines.
  - Adaptable and willing to work in a small team and office, responding to challenges as they arise.
  - A passion for and a commitment to the Foundation's mission.
  - Willingness to travel nationally and internationally, as needed.
- **Desirable**
  - Experience working in low/middle income countries in Africa or Asia.
  - Expertise and work experience in WASH, including market-based approaches.
  - Experience in coordinating public/private efforts for long-term, systemic social impact.

**The candidate must have the right to work and live in the United Kingdom. Unfortunately, we are not able to cover the costs of any visa or immigration work or the cost of relocation.**

# WASH Programme Manager



## Terms of appointment

Package: £34,000 per year  
5% pension contribution  
25 days per year + standard UK public holidays

Reports to: Director of WASH

### Key Stakeholders:

Internal Head of WASH Programmes  
Chairman of the Board of Trustees  
Board of Trustees

External Grantees  
Other Foundations and funders active in the WASH sector  
Research and academic institutions

Location: London, UK

## How to apply

Please send a CV and covering letter outlining your suitability for the role to Sarah Hedley ([shedley@thesff.com](mailto:shedley@thesff.com)) by Sunday 26 February 2017.

First round interviews are likely to be held on Thursday 2nd and Friday 3rd March at the Foundation's offices in central London.