



Job Description: Global Growth and Development Manager

[Global Shield](#) is an international advocacy organization devoted to reducing global catastrophic risk. Global Shield takes a holistic approach, seeking policies that address all forms of global catastrophic risk. Our approach is informed by high-quality policy research and development along with experienced policy advocacy tailored for individual countries.

We currently operate in the US and Australia, and intend to open multiple offices around the world. We are seeking a Global Growth and Development Manager to lead our global expansion plans.

- **Location:** Global, with a preference from the Asia-Pacific region, working remotely
- **Reporting structure:** Reports to the Director of Policy (based in Australia); preference for this person to overlap four regular working hours with Australian Eastern Standard Time. A few times a month, all-team meetings will happen outside of normal working hours to accommodate our international team.
- **Position Length:** Full time, regular.
- **Work Authorization:** This position is not eligible for employment visa or work authorization sponsorship.
- **Salary:** Salary will depend on experience level and location. The salary will be roughly in line with that of a skilled professional in your country with 5-10 years of work experience.
- **Travel requirements:** 1-2 times a year for international travel
- **Application information:** Apply here (link) by date

What you'll be doing

The Global Growth and Development Manager will lead our organization's international growth by identifying promising countries for expansion, engaging with key stakeholders, and establishing the necessary legal, policy, and operational foundations to create new Global Shield offices. This role has diverse responsibilities, involving conducting geopolitical and policy research, building partnerships with in-country organizations, helping to secure funding, overseeing operational setup in new countries, and coordinating across global offices to ensure alignment. They will also develop and roll out a Country Launch Kit to streamline expansion efforts and support new country offices in their delivery of the Global Shield mission.

Key Responsibilities

Expansion strategy and research

- Provide strategic input regarding the organization's global growth plans
- Conduct research to assess promising countries for expansion based on legal, political, and operational feasibility



- Develop criteria and frameworks for evaluating new markets
- Monitor regulatory, political and advocacy landscapes in potential expansion countries

Stakeholder engagement and partnerships

- Manage the organization's partnerships strategy, especially in countries where Global Shield hopes to establish an office
- Build relationships with a range of stakeholders – NGOs, think tanks, expert communities, funders, advocacy groups and policy institutions – in target countries and at the multilateral and international level.
- Negotiate agreements and partnerships to support the Global Shield's presence and impact in-country
- Represent the organization in international forums and working groups.
- Act as a bridge between country offices, ensuring knowledge transfer and alignment.

Institutional and operational setup

- Develop and roll out a Country Launch Kit/Handbook to guide expansion efforts.
- Work with legal experts in-country to establish entity structures, complete registrations and ensure compliance in new countries.
- Ensure policy alignment with in-country regulations and advocacy goals
- Develop operational plans for launching and scaling activities in new markets
- Support country teams with onboarding, strategic direction and operations

Fundraising

- Identify funding opportunities to support advocacy efforts in new countries.
- Develop fundraising strategies in collaboration with the Chief of Staff and country teams
- Build relationships with donors, philanthropic foundations and grant-making institutions as needed to support future country offices

Organizational improvement

- Define key performance indicators (KPIs) to measure Global Shield's impact.
- Work alongside Global Shield leadership to track the effectiveness and impact of country offices and refine strategy based on these assessments
- Prepare reporting for the Board, management and funders on the success and challenges of global expansion efforts.

What we're looking for

We are looking for individuals who possess the audacity to tackle global challenges. The role has a diverse range of responsibilities, including research, fundraising, operations and engagement. Ideal



candidates would have experience expanding their organization's mission into other countries or fields of work, and would suit individuals with experience in consulting, non-profit strategy, non-profit fundraising, policy research, partnership management or project management.

Values

Global Shield expects its staff to align with our organizational values. Therefore, the candidate must demonstrate a range of important qualities:

- Audacious
- Influential
- Collaborative
- Creative
- Adaptive

Required Skills and Experience

We expect all of the following skills and experience:

- **Analytical abilities:** Strong analytical and research skills, with experience in policy or corporate analysis, strategic planning, especially regarding evaluating political landscapes.
- **Relationship building:** Strong networking abilities and experience fostering relationships with NGOs, think tanks, expert communities, funders and advocacy.
- **Project management:** Ability to develop clear project plans and to independently develop and execute strategic plans.
- **Cross-cultural competency:** Experience working in multi-country or cross-cultural environments, understanding diverse regulatory, political, and advocacy landscapes.
- **Experience in a start-up or high-growth organization:** Comfort with ambiguity, independent problem-solving, and building processes from scratch.
- **Communication skills:** Exceptional written and verbal communication skills in English
- **Education:** Bachelor's degree

Desired Skills and Experience

Candidate can also offer the following attributes, but will not be required to do so:

- **Fundraising and Grant Writing:** Ability to identify funding opportunities, draft proposals, and engage donors as required.
- **Policy expertise:** Experience in advocacy, policy analysis, or governmental relations.
- **Subject-matter expertise:** Expertise in a specific area of global catastrophic risk or all-hazards emergency management, with a demonstrated record of thought leadership and published research or policy work.
- **Comfort with hybrid work:** Our team is global and much of our day-to-day work is completed from home or other remote work locations.
- **Additional language skills:** Proficiency in a second language other than English, especially in an official language of the UN, is a plus.



We recognize that this is a unique role, so even if you do not meet all of the desired criteria but believe you have the skills for the job, we strongly encourage you to apply.

As a remote role, candidates can be located anywhere in the world. While we will prioritize fit and experience over location, we have a preference for candidates based in the Asia-Pacific region, or from the Global South more generally. The salary will be commensurate with experience and location. You should expect a salary level matching around 5-10 years of professional experience in your country of location.

How to apply

To apply, please submit an application and resume [here](https://forms.gle/iPaekt7S89CZE9rB7) (https://forms.gle/iPaekt7S89CZE9rB7). Applications will be processed on a rolling basis and will be accepted until May 18th.

Assessment Steps

- Complete the application at [this link](https://forms.gle/iPaekt7S89CZE9rB7) (https://forms.gle/iPaekt7S89CZE9rB7) by May 18th
- Attend an initial screening call
- Attend two remote interviews
- Submit references
- Receive an employment offer

Contact us

If you have any questions, please email contact [\[@\] globalshieldpolicy.org](mailto:[@]globalshieldpolicy.org) with the subject "Question: Global Growth and Development Manager"

Global Shield is an Equal Opportunity Employer

We are committed to creating a diverse and inclusive environment and encourage applicants from all backgrounds to apply.