

POSITION ANNOUNCEMENT**Program Officer – (#R560)
Mexico and Central America office****SUMMARY DESCRIPTION:**

The Ford Foundation, Mexico and Central America, seeks a dynamic, innovative Program Officer to help drive and shape the foundation's social justice work in the region. The Program Officer should have proven experience and knowledge in policy, civil society, natural resources and territorial rights and will bring this perspective to grantmaking and the team as they implement the office strategy. The Program Officer will support the strategy of the Mexico and Central America Office and the broader social justice goals of the Foundation globally.

BACKGROUND:

Addressing inequality is a key focus of the Ford Foundation globally and in the region. Natural resources are central to the economies, livelihoods, cultures and identities of peoples in many countries in the Global South. Countries endowed with the most precious natural resources tend to be more politically fragile and have insufficient capacities to ensure that the gains of these resources benefit their people, particularly the rural regions, Indigenous Peoples and traditional communities who shoulder a disproportionate burden of social, environmental, and economic costs.

One of the goals of the Mexico and Central America office is to support countries, impacted communities, and particularly discriminated groups within impacted communities to limit the harms associated with natural resource exploitation and capture the benefits for the public good. The Foundation strives to achieve this by working with critical stakeholders and partners in government, civil society, private sector and the donor community. The office's grantmaking will support efforts to:

- Empower indigenous peoples and Afro-descendants to exercise effective agency in decision-making and agenda-setting at the local, national and global level
- Strengthen land rights and natural resource contracting regimes, to protect the public interest
- Capture revenues and more equitably distribute benefits from natural resources
- Support new rules, practices and mechanisms to enable people, communities and organizations to meaningfully and safely engage with government and private sector in the field

The Ford Foundation Mexico and Central America Office works to address these priorities, while also bearing in mind the importance of linking local challenges and interventions to global trends and strategies. The Program Officer will work under the direct supervision of the Regional Director, and be part of a team based in Mexico City.

RESPONSIBILITIES:

Program Officers are responsible for the development of grant portfolios and ensuring all related activities are carried out to deliver on the Mexico and Central America office goals and strategies. The Program

Officer assesses and analyzes the fields on which the office is focused; and identifies key ecosystems and opportunities to work with various actors to diagnose problems and opportunities to promote social justice. Program Officers are networking agents and partnership builders—striving to share substantive knowledge with Foundation colleagues; collaborate broadly with Ford’s team in Mexico and Central America and globally; and serve as a ‘connector’ of grantees. The Program Officer works with practitioners, government officials, scholars, CSOs, other donors and corporate sector leaders on issue of common concern to leverage positive impact. More specifically as part of a multi-disciplinary team, the Mexico and Central America Program Officer will:

- Contribute to the ongoing definition, development and adaptation of grant making strategies, working toward the regional office goals
- Develop grant making activities in a team-oriented way, aligned with global and regional strategy goals, and designed to achieve significant and scalable impact
- Manage, monitor and coordinate a grants portfolio, including: annual grant planning; identifying and working with prospective grantees to develop proposals for grant recommendations; undertaking periodic reviews of progress with grantees; and reviewing financial and narrative reports from grantees
- Develop and implement grant-making approaches that support the use of broad coalitions and strategic communications as part of the program strategy
- Develop and implement grantee convenings and reflections to strategize and review opportunities, challenges and advances
- Recommend and participate in learning and evaluation activities to guide the evolution of programmatic work, promote exchange and strategic partnership. Learn from and collaborate with key stakeholders inside and outside the Foundation
- Represent the Foundation and its work with government, academic, business, philanthropic, and civic leaders through meetings, updates, speeches, briefings and interviews, with guidance from the Regional Director—serving as a substantive and reputational ambassador for the Foundation

QUALIFICATIONS:

- A proven record of experience with and knowledge of public policy, civil society, and the pursuit of equitable benefits and costs from natural resources. Preference will be given to candidates with experience in natural resource governance and/or climate change mitigation
- A minimum of 8 years leading social justice strategies, subject-matter expertise, and/or cross-cutting work in civil society, civic space, and natural resources in Mexico and Central America
- A master’s degree in relevant fields of study, such as natural resources management, public policy, international affairs, civic space or civil society
- Deep understanding of the context of Mexico and Central America, and its political culture, including geopolitical landscape and the region’s role in the global context
- Ability to engage in a multicultural scenario and experience working with social networks, organizations and stakeholders in the region, including networks of indigenous peoples and Afro-descendants
- Strong gender perspective and ability to apply an intersectionality lens to portfolio and strategy
- Exceptional leadership presence – internally and externally

- Superb analytical skills and ability to strategize, plan, prioritize and identify/assess opportunities, challenges and institutions with which to engage
- Exceptional communications skills in Spanish and English – strong active listening skills, constructive verbal and written skills, strong public presentation skills
- Demonstrated ability to be a productive member of a team and a community of people at work, respecting differences while working toward shared goals. Comfort with periods of change and constructive participation in ongoing organizational development processes

ALIGNMENT TO THE MISSION AND THE CULTURE OF THE FORD FOUNDATION:

- Commitment to the Foundation’s mission and core values of equity, openness, collaboration, trust, accountability and urgency
- Personal qualities of humility, capacity for self-reflection, and a sense of humor
- Action-oriented and entrepreneurial self-starter who can work well independently and in teams

Location: Mexico City, Mexico

Target Date: January 2019

Salary: is based on experience and on the Foundation’s commitment to internal equity. A generous benefits package is provided.

To apply: Please visit <http://www.fordfoundation.org/careers> by November 14, 2018

Equal employment opportunity and having a diverse staff are fundamental principles at The Ford Foundation, where employment and promotional opportunities are based upon individual capabilities and qualifications without regard to race, color, religion, gender, pregnancy, sexual orientation preference, age, national origin, marital status, citizenship, disability, veteran status or any other protected characteristic as established under law.

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