



Transparency International Australia (TI Australia), the Australian chapter of the world's leading non-governmental anti-corruption movement, is seeking a full-time **Programme Manager** located in Melbourne, Australia, to help lead a new global thematic initiative, the '**Mining for Sustainable Development**' programme. The role requires an exceptional and experienced professional with in-depth understanding of the extractive industries to build a highly professional team and help the programme achieve real change in combating corruption in the mining sector. The successful candidate will be offered a contract to the end of 2017, with extension subject to performance and available funding.

Organisational and Programme Context

Transparency International (TI) is a global movement, composed of more than 100 national chapters worldwide and an International Secretariat in Berlin, Germany. We are united by our shared vision: a world in which government, business, civil society and the daily lives of people are free of corruption. For more than 20 years, TI has played a leading global role in combating corruption, which is widely recognised to be a serious impediment to economic development and a destabilising social force.

TI Australia has operated as an accredited TI national chapter since 1995, focusing on ways in which Government and Australian-based companies and institutions can address corruption issues both in Australia and abroad. TI Australia is currently in an exciting phase of organisational growth, and has recently appointed its first full-time, salaried CEO to lead the strategic and sustainable development of the organisation.

Led by TI Australia with the support of the TI Secretariat, the '**Mining for Sustainable Development**' programme seeks to enhance, as a global thematic network initiative, the contribution of mining to sustainable economic and human development through a focus on improved transparency and accountability in the award of mining-related permits, licences and contracts across a range of national jurisdictions. The programme engages with a wide range of stakeholders from government, the mining industry and the non-governmental sector at national, regional and global levels. Participating TI chapters (located in the Africa, Americas, Indo-Pacific and Eastern Europe regions) and their local partners in countries of implementation work together to ensure that:

- governments adopt, enable and enforce effective transparency and accountability policies, procedures and practices;
- civil society and affected communities can access, interpret and monitor information and decisions relating to the allocation of mining permits, licences and contracts; and
- operating companies and their affiliates adopt, implement and enforce relevant international transparency and accountability standards in their operations.

The Role

The **Programme Manager** will lead on overall direction and strategy setting of the 'Mining for Sustainable Development' programme, and will ensure that it operates at the required scale to achieve its objectives. S/he will provide in-depth sector-specific expertise, liaise with key external stakeholders, help represent the programme at a global level, manage programme staff and budget in TI Australia, and contribute to programme-related resource mobilisation efforts. This is a unique and exciting opportunity to help lead a global initiative designed to generate tangible and lasting change in the fight against corruption; while directly contributing to TI Australia's strategic development and global leadership.

Key duties:

- **establish, lead, line manage and build the capacity of TI Australia programme staff;**
- **provide in-depth sector expertise** to advise on strategic direction of the programme, ensure relevance at the national, regional and global level, and help develop strategic advocacy and policy recommendations;
- **manage programme delivery and resources**, including financial and narrative reporting (as required by TI Australia, the TI Secretariat and programme donors);
- **build and maintain excellent relations with relevant external stakeholders** (government, business, industry groups, civil society) in Australia and internationally, and build and coordinate a global network of experts contributing to the implementation of the programme;
- **build close relationships with participating TI chapters across regions** to provide guidance on implementation of the programme, help their staff and local partners develop technical capacity and mining sector expertise, and provide advice on collective action and advocacy;
- **represent TI on the programme** in relevant external fora and in traditional and social media;
- **strengthen and demonstrate programme impact** through continuous monitoring, evaluation and learning;
- **maintain close links with relevant staff at the TI Secretariat**, especially the Director for Organisational Development and the responsible Programme Coordinator;
- **contribute to a global community of professional practice**, particularly with other TI Chapters also leading Global Thematic Network Initiatives around the world;
- **help secure additional funding** for the programme, to ensure its independence and sustainability;
- **contribute to the growth and development of TI Australia** as a leading TI Chapter.

Competencies

To be successful in this role, the Programme Manager will:

- have a postgraduate university degree or professional qualifications in engineering, business, international law or fields relating to the mining sector;
- have 10+ years of experience in working in or on the mining sector, with demonstrated in-depth knowledge, credibility, prior contacts, networks and experience of working with stakeholders in the sector;
- have knowledge and understanding of corruption issues that affect the mining sector;
- demonstrate a clear track record of experience in financial and human resource management;
- have experience in developing and delivering communications, including liaising with professional public relations partners and the media;
- have experience in policy analysis and the ability to present complex issues effectively to a wide range of stakeholders; and
- demonstrate knowledge and expertise in utilising technology to facilitate efficiencies in communication, reporting and daily programme activities.

Personal characteristics

The Programme Manager will demonstrate the following qualities:

- passionately committed to transparency and anti-corruption;
- able to work collaboratively with multiple and culturally diverse stakeholders, with different backgrounds;
- a results-driven self-starter who is able to develop and sustain a team environment with a high morale to deliver the programme;
- high level of personal maturity, self-awareness, self-management, and integrity;
- energy, drive, resilience and focus, and the capacity to flourish when responding to complex and competing demands;

- demonstrated ability to develop creative solutions to complex problems; and
- motivated by the challenge and opportunity of making a positive difference by combating corruption both in Australia and around the world.

Further Information

A competitive salary package will be negotiated with the successful candidate. Applications, including a Curriculum Vitae, letter of motivation clearly addressing the required competencies, and names and contact details of previous employers or other individuals / organisations with whom the applicant has worked in the last 10 years should be sent by email to:

Phil Newman, CEO TI Australia, E: PM2016@transparency.org.au.

The **deadline for applications** is **29 March 2016**. Only shortlisted candidates will be notified. A first round of interviews (by phone or Skype) is expected to take place between 6 and 17 April 2016. A second and final round of face-to-face interviews is expected to take place between 27 April and 8 May 2016. The successful candidate will be expected to start work as soon as possible, and no later than 01 July 2016. The position will be based in Melbourne, Australia, with frequent travel to the TI Secretariat in Berlin, Germany, and to participating TI chapters across regions.

TI Australia is an equal opportunity employer.

For **more information on the work of Transparency International**, please visit:

www.transparency.org / <http://transparency.org.au/>