

Job Description

Senior Manager, Global Animal Welfare (parental leave cover)

Job Reference: PD1911



Role Details

Reports to: Head of Animal Health and Welfare

Responsible for: Management of the Global Animal Welfare Team

Location: Central London with occasional overseas travel

Hours: Full time. 35 hours a week, 9am to 5 pm, Monday to Friday

Salary: £48,902

Contract type: Fixed term, 13 months

Closing date: 11 November 2019



Our vision and mission

Our vision is of a world in which working horses, donkeys and mules are free from suffering.

Our mission is to transform the lives of vulnerable working horses, donkeys and mules around the world. We relieve their immediate suffering and create lasting change by working with people, communities and organisations.

About Brooke

Brooke is an international animal welfare charity working to improve the lives of working horses, donkeys, mules and the people who depend on them.

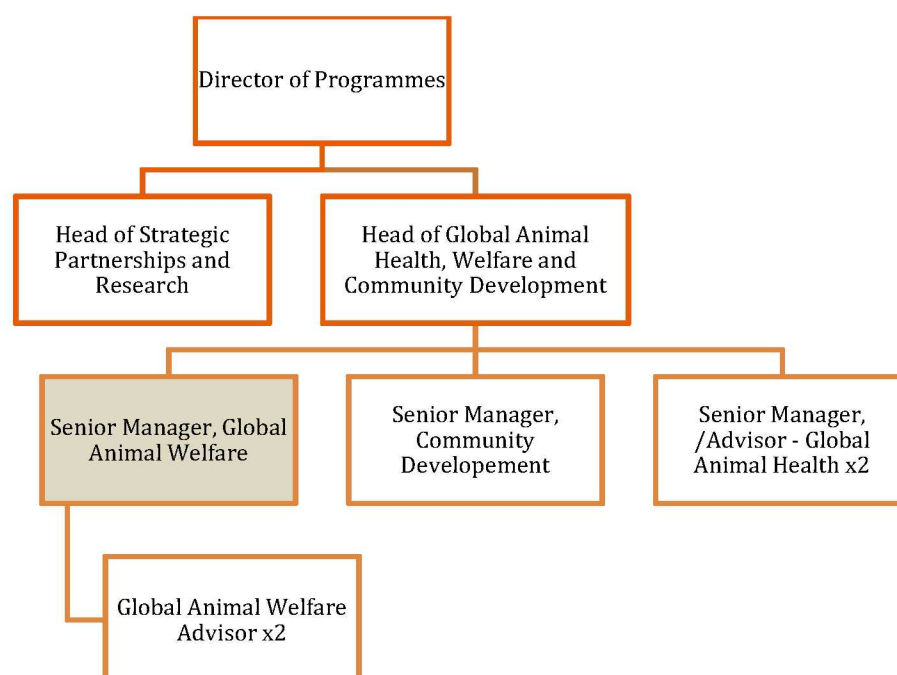
We reach over 2 million working animals across Africa, Asia, Latin America and the Middle East. Our staff include vets, animal welfare experts and advocacy and development specialists.

Our aim is to equip local people with the knowledge and skills to give their horse, donkey or mule a better life.

Our Values

We are proud to be Brooke. We are resourceful, share new ideas and help each other succeed. Together we make change happen.

Department Structure and Position of the role





Purpose of Role

The Senior Manager is responsible for strategic coordination of global animal welfare work taking place across Brooke, promoting working equine welfare and supporting others to do so. The interim cover will be responsible for Global Animal Welfare team management, executing a defined work plan and budget. The role serves as an internal and external advocate for animal welfare, promoting sustainable and evidence-based solutions to animal welfare needs. The post holder will serve as the team's gatekeeper for opportunities/needs arising from the UK and overseas, prioritising support as needed. This role is supported directly by the Head of Global Animal Health and Welfare, with further support available from other Programme Directorate team members and overseas colleagues.

Key Responsibilities and Duties

- Manage UK Global Animal Welfare Advisors (GAWAs)
- Deliver a defined work plan and budget for the Global Animal Welfare Team
- Advocate for good animal welfare, internally and externally
- Contribute to the development of Brooke's Global Strategy (2021-onwards) & Plans
- Oversee and Chair Brooke's Animal Welfare and Ethical Review Body (AWERB)
- Travel, prepare and deliver presentations, facilitate and train (as required)

Manage UK Global Animal Welfare Advisors (GAWAs)

Maintaining happy, empowered and productive team members.

Key deliverables for the year:

- Supporting delivery of their agreed work plans and budgets *[including but not limited to: animal welfare training and facilitation, welfare assessment capacity building and devolvment, technical global projects (harnessing, handling), implementation of key policies and procedures, country programme support]*
- Conducting personal development reviews, mid-year reviews, ongoing 1 to 1's
- Supporting identified and emerging development needs and interests of the team members

Deliver a defined work plan and budget for the Global Animal Welfare Team

The work plan will have defined work streams, activities (cross-cutting with other teams including but not limited to community development and external affairs) and associated budgets, with assigned delivery by a member of the Global Animal Welfare Team:

Key deliverables for the year:

- Managing the budget, monthly; conducting a mid-year reforecast
- Reporting quarterly on team progress against the plan
- Managing casual contracts (i.e. external contributions to team plans)



- Leading the development of team plans and budgets for 2021-2022 financial year

Advocate for good animal welfare, internally and externally

Supporting those internal and external to Brooke understand animal welfare and how to effectively implement animal welfare improvements through quality and mission-driven programming.

Key deliverables for the year:

- Ensuring the organisation has a shared vision and clear understanding of animal welfare and associated frameworks and supporting concepts (e.g. PEN, Five Domains, One Welfare, cumulative suffering, Quality of Life)
- Oversee progress and delivery of our international animal welfare learning programme (e.g. inductions, guest lecture series, written guidance) and support the development of new opportunities according to need
- Providing technical feedback to activities, plans and proposals from UK, country programmes and partners; challenge when animal welfare compromise is identified
- Managing resolutions to animal welfare concerns raised (e.g. issues in breach of Brooke's Animal Welfare Policy or failure to consider and use animal welfare risk management procedures) and reinforcing AW-related policies and positions at senior level to ensure they remain a key point of reference amongst management
- Drafting or contributing to the creation or update of organisational position and policies
- Participating in Programme Department meetings and serve on various committees, as required (e.g. International Research Group, Programme Steering Group)
- Coordinating and overseeing the delivery of student learning opportunities based on Brooke's needs (e.g. volunteering, literature reviews, dissertations, lectures)
- Identify stand-out case studies of excellent quality animal welfare programming and promote these at senior level, to progress Brooke's Ways of Working initiative
- Working closely with the Communications team to increase internal and external visibility of animal welfare work
- Representing Brooke externally at conferences and meetings, as planned or required

Contribute the development of Brooke's Global Strategy (2021-onwards) and Plans
Supporting the Strategy and Performance Directorate to develop a new global strategy and related global plans:

Key deliverables for the year:

- Facilitating the input and contributions from the team, striving to ensure these are reflected in the development of the new strategy and other global work plans
- Contributing an external and technical perspective on emerging issues/trends in animal welfare
- Establishing agreement and transparency on Brooke's welfare assessment approach, plans, processes, support needs and responsibility for support within programme and partner project cycle management work
- Prioritising work streams, activities and country programmes that animal welfare will support

Oversee and Chair Brooke's Animal Welfare and Ethical Review Body (AWERB)
Supporting the delivery of ethical research and data collection involving animals and people at Brooke.

Key deliverables for the year:

- Coordinating an international & external recruitment and induction of new AWERB members
- Chairing Brooke's AWERB on a monthly basis and facilitate a varied membership to decide on ethical concerns/opportunities within research and data collection methodologies
- Delivering the AWERB communications plan and annual review together with Brooke's International Research Group
- Co-creating Brooke's approach to retrospective reviews of research projects

General

- Follow the Brooke's equal opportunities statement which aims to clarify the value we place on diversity and steps we take to promote equality of opportunity for all.
- Perform such additional tasks as may reasonably be requested from time to time by the Line Manager.
- Adhere at all times to Brooke's policies and procedures

Person Specification

The skills, abilities, experience and knowledge outlined below provide a summary of what is required to carry out this job effectively. They also form the selection criteria on which the decision on who to appoint will be made. Please ensure that you show how you meet the criteria outlined below in your application.

Knowledge and experience		Essential	Desirable
1	Ability and motivation to work as an effective people and project manager (experience in coaching and mentoring desirable); experience leading a team towards shared objectives and goals.	x	
2	Educated to degree level or equivalent in animal behaviour/welfare science or related field; technical knowledge of animal welfare and welfare assessment related concepts, standards, methodologies and current practices.	x	

3	Demonstrable experience of being organized and self-motivated, able to handle multiple tasks and responsibilities simultaneously. Able to take the initiative and respond rapidly and effectively to situations arising.	x	
4	Project management skills with demonstrated ability to strategically plan and deliver projects, both independently and collaboratively, in accordance with workplans.	x	
5	Experience working in the care, management and handling of equine animals		x
6	Knowledge and/or experience of ethical frameworks and their application/implementation, or experience working on/with ethical review bodies (human and/or animal).		x
7	Exceptional communication, interpersonal and organisational skills and a desire to create relationships built on trust and respect; experience building credibility with and to inspire and motivate a wide range of stakeholders.	x	
8	Experience of facilitating and inspiring learning with people with a range of backgrounds; experience of developing learning resources in a range of delivery formats for mixed ability groups (experience with human behaviour change approaches desirable).	x	
9	IT literate. Fully competent using the Microsoft office suite, in particular Word, Excel and Outlook.	x	
10	Ability to work with a high degree of cultural sensitivity and emotional intelligence within a multicultural environment.	x	
11	Ability to work and travel independently and flexibly.	x	
12	Ability to work in one or more of Brooke's programme languages, French, Spanish, Arabic, Urdu, Hindi or Amharic.		x

Proven ability to develop and review project proposals objectively	x	
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Our Competency Framework

Brooke's competency framework translates Brooke vision, mission and values into easily identifiable behaviours that all staff are expected to demonstrate at all times.

Competency	What it means
Self-Management	Taking responsibility for own actions, behaviours and outcomes
Learning	Taking responsibility for own learning and fostering growth and development in others
Relationship Building	Creating and maintaining harmonious and constructive working relationships with others internally and/or externally
Planning and Organising	Ensuring that time and resources are utilised to best effect for the achievement of the Brooke's goals and our mission and that others are committed to agreed courses of action
Effective Decision Making	Making clear, informed and timely decisions that lead to effective outcomes in line with the Brooke's mission
Change and Improvement	Seeking out and developing new ideas and approaches, responding positively and constructively to change and fostering a culture of continuous improvement
Collaboration and Cooperation	Working respectfully, effectively and collaboratively with others in your team, across the organisation and externally to deliver effective outcomes
Communication & Influence	Communicating clearly, concisely and compellingly in a manner that is appropriate to the audience. Engaging respectfully with others both internally



	and/or externally to persuade them to adopt courses of action that are in the best interests of the organisation and the animals
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Employee Benefits:

Brooke has a competitive benefits package. To find out more, please visit:

<https://www.thebrooke.org/about-brooke/jobs/employee-benefits>

If you wish to get in touch with us, please contact HR at recruit@thebrooke.org