Program Manager

Position Title: Program Manager
Location: Remotely with 50-75% travel to program sites
Report to: HIH Program Director
Status: Full-time
Compensation: $75,000 annually, plus a competitive benefits package includes: full health, vision, and dental insurance, IRA contribution, generous vacation package, paid holidays and sick days, flexible schedule and work from home options, supportive and team-oriented work environment, and more.

About Us
In a business-as-usual scenario, global temperatures will rise at least 1.5 degrees Celsius over pre industrial averages by the end of this century, according to the Intergovernmental Panel on Climate Change. Without immediate action to prevent this rise, Earth and its diverse ecosystems will face irreversible negative impact.

Health In Harmony is a nonprofit organization working to reverse deforestation of tropical rainforests as a solution to global heating. It does this by partnering with communities in and around rainforests, who often have to log, mine, or poach for the cash to pay for healthcare-related emergencies. Health In Harmony's Radical Listening™ approach facilitates community-designed solutions to which it brings the necessary resources, such as primary healthcare, organic farming skills, reforestation, and small business creation. In doing so, Health In Harmony assists their desires to preserve tropical rainforests.

Health In Harmony started working in Indonesia in 2007, and in 2019 it expanded to Brazil and Madagascar. In Indonesia, since 2007, Health In Harmony has reduced the number of logging households surrounding Gunung Palung National Park by 90%, reduced infant mortality by 67%, and protected $65 million worth of above ground carbon (Jones et al, publication pending. These results give Health In Harmony the confidence to replicate its model in other rainforests around the world.

Health In Harmony is an equal opportunity employer and is committed to equity as a core organizational value. Applicants should be able to demonstrate a commitment to diversity, equity, and inclusion. Applicants from diverse communities and communities of color are strongly encouraged to apply.

Reporting Responsibilities

Responsibilities

Health In Harmony has been replicating the model that was developed in collaboration with their partner organization Alam Sehat Lestari (ASRI) at various sites in Indonesia, Madagascar and Brazil. As HIH scales, the Program Manager will support and inform these efforts based on experience and case studies from replication sites.
The Program Manager will support replication of this model following a replication playbook working closely with the International Program Director. The focus of this position will be on programmatic support with special expertise in the conservation aspects (reforestation, agroforestry, food security, regenerative agriculture, forest economy, alternative livelihoods, and just transition etc.) of community-designed solutions in Indonesia, Madagascar and Brazil.

Program Oversight

- Support management of dynamic teams in HIH's replication sites
- Provide technical support across programs with specialized focus on conservation programs
- Provide scientific and technical support to international program staff for implementation of conservation programs such as reforestation and agroforestry for program teams in Madagascar, Brazil and Indonesia as well as other sites as we scale.
- Support management of conservation, health and education program activities in line with HIH replication playbook at Bukit Baka Bukit Raya in Indonesia, Manombo Special Reserve in Madagascar, and the Xingu Basin middle lands in Brazil as well as other program sites ensuring that activities progress in line with program goals and targets specified in grants
- Work closely in-country with teams that are managing programs at each of the replication sites.
- Participate in weekly team meetings, management team meetings, planning, systems development, and efforts related to the position such as grant support for funding conservation activities.
- Support and manage budgets and execution
- Development and execution of strategic plan
- Support and manage reliable and consistent data collection
- Raise program site staff input and concerns to the management level for discussion and decision-making by the management team
- Facilitate sharing of knowledge across sites between health, conservation and education programs
- Develop systems with teams to streamline accounting and monitoring of programs and conservation data
- Ensures that staff are aware of, and follow, organizational procedures and conservation protocols

Program Planning

- Support development of strategic and annual planning for programs at each of the replication sites
- Designs indicators for measuring program impact, as well as systems for collecting and storing indicator data for analysis and synthesis

Research

- Support research program through primary and secondary data collection
- Support development of peer-reviewed journal articles
- Support development of data dashboard
Support research collaborations, paperwork and approval processes across sites
- Build capacity of on the ground staff in monitoring, evaluation, and data collection
- Support biomonitoring and climate indicator program

Grant Writing & Reporting
- Compile annual conservation program budget for approval by the Executive Director, with input from respective conservation staff
- Collaborate with HIH staff and grant writers in developing grant proposals
- Provide timely information to HIH on the results of program activities for grant reporting purposes

Site Visits & Assessments
- Conduct sites visits (50-75% of time) to advance replication goals as indicated by the replication playbook
- Conduct Radical Listening meetings with the communities at replication sites
- Support onboarding and training of new staff at the program sites
- Participates in community outreach and field activities on a regular basis to monitor activity progress and touch base with local partners

Other
- Provide Radical Listening trainings to internal team members and external partners interested
- Represents HIH at local, national and international-level forums (meetings, workshops and conferences) as appropriate.
- Support specialized consultants and staff hired for specific conservation activities

Qualifications
- MsC or PhD in environmental sciences, conservation, or related fields
- Comfortable communicating with participants from different backgrounds and levels of experience
- High attention to detail and able to manage sensitive and confidential information
- Experience and interest in global development, ecology, forestry, agriculture, or other relevant field required
- Demonstrated strong initiative, with the ability to work with a remote supervisor and remain dependable and accountable to assigned projects
- Experience living and traveling in low- and middle-income countries is preferred
- Experience in administration and project management required
- Cross-cultural competence
- Proficiency in Google Docs and Microsoft Word, Excel, Slack, and Canva
- Excellent interpersonal and oral communications skills
- Proactive, flexible and resourceful
- French, Portuguese language proficiency highly preferred

Work Environment
This is a remote opportunity. This position requires traveling to each of our replication sites and to remote areas.

Travel: The position will require 50-75% international travel to program sites.

**How to apply**

Please send your current resume and cover letter to careers@healthinharmony.org