

THE WOMEN'S FOUNDATION

DEPUTY CEO

The Women's Foundation (TWF) is a leading NGO dedicated to improving the lives of women and girls in Hong Kong through research, programmes, education and advocacy. TWF is seeking a Deputy CEO to join its dynamic team. This is an exciting opportunity to help amplify TWF's voice in the community and contribute to a range of programmes making an impact across Hong Kong.

Reporting and partnering with the CEO, this person will be responsible for shaping and driving the strategic direction of the organisation, contributing to the enhancement of programmes and initiatives, driving and supporting fundraising and advocacy efforts, and effectively growing and consolidating reach with the local community. We are looking for a seasoned, passionate, and energetic leader, with strong communication skills in Cantonese/Mandarin and English.

PRINCIPAL RESPONSIBILITIES

- Contribute to setting the strategic direction of the organisation, leading organisational growth and community focus, and maintaining the high standards set for deliverables.
- Devise, oversee, consolidate and deliver the growth and consolidation of programmes and initiatives, funding sources, advocating and reaching out to the broader Hong Kong community.
- Lead impact assessments, develop programmes and organisational impact reports.
- Lead key projects and special initiatives that relate to organisational growth, cross organisational and/or strategic impact.
- Proactively identify external and internal opportunities and challenges, and work with the CEO/COO to address them.
- Create pathways to, and secure funding sources, including writing grant proposals.
- Lead, develop and motivate a high-performing team.

REQUIREMENTS

- 15+ years of professional experience, with senior management experience (strong business acumen, strategic, managerial, organisational, revenue generation, communication and administrative skills). NGO working experience is strongly preferred.



- Understanding and appreciation for women's and gender issues, how gender inequality impacts society and how this influences the design and delivery of programmes and initiatives to advance gender equity.
- Strong understanding and ties to the Hong Kong local community.
- Experience in fundraising and managing donor relations including corporate relationship management
- Excellent communication and relationship management skills in English with Cantonese/Mandarin strongly preferred.

TO APPLY

Interested candidates should send their curriculum vitae with details of their professional and academic background, availability and expected salary to Paola.Carrillo@connectedgroup.com by June 30 (**early application is encouraged**). Data collected will be used for recruitment and other employment related purposes only. If you need any reasonable accommodation to support your participation in the recruitment and selection process, please include this information in your application.

TWF is a committed Equal Opportunities Employer. Minority candidates (including race, ethnicity, gender, ability, among others) are encouraged to apply as well as those with non-traditional education backgrounds or those who have taken a career break and are looking to re-enter the workforce.

Only shortlisted candidates will be contacted.