

Regional Manager, Europe & Central Asia

Position Title: Regional Manager, Europe & Central Asia
Reports To: Senior Regional Director

Office Location: Stuttgart, Germany
Date: November 3, 2022

Position Overview:

PFI's vision is to break the cycle of crime and restore lives worldwide through Jesus's love. The purpose of this role is to restore the lives of prisoners, their families, and victims in the Europe and Central Asia through a network of Prison Fellowship International (PFI) ministry partners. The Regional Manager is accountable to the Senior Regional Director (RD) for effectively implementing and monitoring PFI's program partnerships with our National Ministries (NMs) in the region according to PFI standards. The Regional Manager will also support the Regional Director in coordinating activities that promote the measurable growth of the movement across the region in terms of organizational capacity, the number of prisons being served, and the number of prisoners receiving services.

The PF Europe and Central Asia region has 31 member ministries. Across the region, some 8,000 volunteers are part of the ministry. Our members implement a rich diversity of in-prison evangelism, counseling, and restorative justice programs. Beyond the prison walls, programs include aftercare, victim support, and work with the children of prisoners.

Core Responsibilities:

1. Manage all aspects of PFI **Program Partnerships** according to PFI standards, policies, and agreements, including:
 - a. Support Senior Regional Director in establishing new partnerships, including qualification, planning, and training.
 - b. Perform quarterly reviews to ensure all team members are on track to achieve performance goals by year-end successfully,
 - c. Perform annual reviews to evaluate overall performance to assess in quantitative terms all goals and achievements set for the year,
 - d. Cultivate effective program-related communication with National Ministries (NMs).
 - e. Provide program technical support and training.
2. Manage implementation of **Capacity Building** partnerships and activities according to PFI standards, policies, and agreements, including:
 - a. Capacity assessments.
 - b. Diagnostic assessments.
 - c. Capacity building planning.
 - d. Implementation of capacity-building partnerships.
 - e. Implementation of regional forums and training events.
 - f. Exploring ministry growth opportunities.
3. Support Senior Regional Director in completing other tasks and duties as assigned.

Requirements

- Experience in leadership over organizational programs or implementation of formal partnerships.
- Experience in decision-making for program operations.
- Experience and knowledge in assessments of the country and National Ministry readiness for program development and implementation.
- Experience and knowledge in assessments of program performance and Return on Investment based on partnership agreements.
- Strong organizational development skills with experience in planning, budgeting, and monitoring programs and operations.
- Strong communication and relationship-building skills across a range of stakeholders.
- Capacity to learn and integrate new ideas and methods into practice.
- Digitally proficient (Technically adept; comfortable learning new software).
- Availability for regional and international travel with an average of 12 to 16 trips per year ($\leq 30\%$). Willing to work flexible hours to accommodate time zones in other regions where PFI staff and contractors are based.
- Strong verbal, written, and presentation skills to promote the PFI programs
- Strong verbal and written English are required. Proficiency in any other European or Central Asian language is beneficial.

Education & Experience

- Bachelor's Degree with 8+ years' experience OR an Advanced degree with 5+ years of relevant experience

Work status

- Full Time

Travel

- < 30% travel
- The position is located at:

Heinrich-Längerer-Str. 27
71229 Leonberg
Germany

Start date:

- From 1st February 2023
- Please send your CV and cover letter to: Magdalena Politano, SHRM-CP, at mpolitano@pfi.org