Job Title: Innovation Manager (WASH and scale)
Location: London or Cardiff, with some international travel
Reports to: Senior Innovation Manager
Budget Responsibility: None
Line management responsibility: None
Child Safeguarding Level: 1

ABOUT US

Overview
We are Elrha. A global charity that finds solutions to complex humanitarian problems through research and innovation. We are an established actor in the humanitarian community, working in partnership with humanitarian organisations, researchers, innovators, and the private sector to tackle some of the most difficult challenges facing people all over the world.

We equip humanitarian responders with knowledge of what works, so that people affected by crises get the right help when they need it most. We have supported more than 200 world-class research studies and innovation projects, championing new ideas and different approaches to evidence what works in humanitarian response.

Our Programmes
Elrha has two successful humanitarian programmes; Research for Health in Humanitarian Crises (R2HC) and the Humanitarian Innovation Fund (HIF).

R2HC:
The R2HC programme aims to improve health outcomes for people affected by humanitarian crises by strengthening the evidence base for public health interventions.

This globally recognised research programme focuses on maximising the potential for public health research to bring about positive change in humanitarian response and helps inform decision making in humanitarian response.

Since it was established in 2013, it has funded more than 50 research studies across a range of public health fields, bringing together researchers and humanitarian practitioners to undertake vital research.

The HIF:
The HIF programme improves outcomes for people affected by humanitarian crises by identifying, nurturing and sharing more effective, innovative and scalable solutions.

The HIF is a globally-recognised programme leading on the development and testing of innovation in the humanitarian system. Established in 2011, it was the first of its kind: an independent, grant-making programme open to the entire humanitarian community. It now
leads the way in funding, supporting, and managing innovation at every stage of the process.

The HIF’s portfolio of funded projects has informed a more detailed understanding of what successful innovation looks like, and what it can achieve for the humanitarian community. This work is leading the global conversation on innovation in humanitarian response.

OPERATIONAL CONTEXT

Elrha is a charity and wholly owned subsidiary of Save the Children. It is accountable to its Board of Trustees and is able to benefit from core services provided by Save the Children UK.

JOB PURPOSE

The Innovation Manager will co-lead the strategic development and operational delivery of two of the HIF’s areas of focus: WASH and Scale within Elrha’s overall strategic framework. It is a varied role which includes technical oversight and management of the innovation portfolio to achieve its maximum impact through fostering effective partnerships and providing support to grantees.

The WASH area of focus is the HIF’s most established portfolio. Our aim is to identify and prioritise key problems in the field and to find and nurture innovative solutions to address these at scale. To date, we’ve supported more than 40 innovation projects or research studies in this area. Our projects collectively address some of the most pressing challenges faced by humanitarian WASH practitioners globally.

Our cross-cutting focus on scaling innovation includes two main workstreams: funding ‘scale-ready’ innovations through Journey to Scale; and progressing learning about the scaling process, challenges and barriers in the humanitarian sector through research and influencing activities. Across the whole HIF portfolio, we also guide innovation teams to think about potential scaling pathways from an early stage so that this thinking permeates project design and delivery.

This role necessitates working collaboratively with sector and technical experts and includes targeted advocacy, developing and sharing technical expertise on managing humanitarian innovation both internally as well as externally through thought leadership and external representation of Elrha. This role is responsible for managing this focus area’s budgets (where appropriate) and for reporting effectively to the programme donor(s) and other stakeholders.

KEY ACCOUNTABILITIES

Innovation programme / funding stream management

- Co-lead on the strategic development, operational management and day-to-day delivery of two of the HIF’s areas of focus, WASH and Scale, within the wider HIF and Elrha strategic context.
- Work with a diverse, collegiate group of stakeholders at grantee and sector levels to ensure that innovation thinking permeates project design and delivery.
• Manage, develop and have clear oversight of the associated portfolio of HIF innovations
• Design, develop and manage delivery of innovation challenges and calls within the dedicated funding stream / programme
• Supported by the Finance team, manage the budget for own innovation areas of focus strand and portfolio
• Work with the Effective Partnerships Manager to foster effective partnerships at strategic and grantee levels
• Be a lead contact for, plan and ensure effective communication with any technical experts and/or Technical Working Group (TWG) relating to thematic area of responsibility / portfolio
• Lead on liaison with and reporting to programme-specific donors, supported by the HIF Programme Manager

Support to grantees
• Provide innovation management support to a diverse portfolio of projects and grantees within funding stream/programme and at different stages in their development with a continued focus on impact and scale.
• Work with the HIF Programme Officer and Finance and Grants team to ensure effective grant management support for programme / funding stream

Thought leadership and cross-programme activity
• Develop written outputs, tools, guidance and other resources to support the development of innovation thinking and building skills and capabilities in the humanitarian sector.
• Build broad, boundary-spanning networks and strategic partnerships to link ideas and people that might not otherwise interact, working across the humanitarian, private sector, and academic communities.
• Actively input into the HIF and Elrha’s strategic development to ensure we are at the forefront of innovation practice in the humanitarian system.
• Passionately and articulately advocate for the need for innovation in the humanitarian system.
• Work across the HIF team to ensure we are successfully capturing, analysing and sharing learning on innovation processes, good practice and the impact from our funded projects as well as our work as a whole
• Ensure the HIF is engaged and drawing learning from the latest innovation thinking in our own and other relevant sectors and contribute to our thought leadership on humanitarian innovation
• Develop ways to expand the HIF’s expertise on emerging initiatives including engagement with crisis affected populations
• Clear and compelling communication externally on the work of the HIF and Elrha so we maintain our brand position and recognition as a leading actor in the sector
• Foster cross-programme collaboration within Elrha where possible
• Contribute to report writing, donor reporting, fundraising proposal development and strategic documents, reporting against MEAL framework
• Contribute to planning and content of HIF events, conferences and other outreach activities
Other relevant duties as required by the line manager

**Working contacts:**

**Internal:** HIF and Elrha Team

**External:** HIF team, HIF Advisory Group, HIF Funding Committee, HIF Grant funded projects, HIF Technical Working Groups, Innovation Consultants/facilitators, donors, HIF potential applicants, general public, other innovation actors (e.g. Grand Challenges Canada, RIL, START Network)

**Other:** consultants, partner agencies, media, networks.

**PERSON SPECIFICATION**

**ESSENTIAL**

**Qualifications and experience:**
- Relevant academic qualification (for example could include but not limited to: business, management, policy, international relations, or economics, design, child protection, human rights) or commensurate track record of relevant experience
- Extensive experience (3+ years) of the design and delivery of structured innovation processes, bringing ideas from conception to completion
- Experience in organising and facilitating workshops to bring new ideas to fruition
- Experience working in, or closely with, teams working to take innovations or innovative ideas to scale

**Skills and abilities:**
- Demonstrated ability to build and maintain strong working relationships with a diverse stakeholder audience
- Excellent process facilitation skills, particularly when working with diverse unstructured teams, and unfamiliar content
- Ability to write to a very high standard e.g. briefs, blogs, reports
- Experience of working to deliver effective innovation management within strict governance and fiduciary arrangements, and complex bureaucracies
- Ability to promote and support responsible organisational risk taking
- Confidence in organisational representation at public events and meetings; ability to present with impact at conferences, external meetings and events.
- Experience of working with humanitarian, academia and/or private sector partners
- Exceptional planning and organisational skills
- Understanding, ability to manage programme/activity budget and of effective resourcing
- High level of independence, self-starter
- Ability to ask tough and insightful questions across a range of technical domains
- Ability to manage budgets
**Knowledge and understanding:**
- Advanced understanding of the theory and practice of innovation management, ideally in non-profit and/or public sector contexts
- Understanding of innovation management processes and the role of research and development in operational programmes

**Other:**
- Enthusiasm and personal conviction of the need for innovation in humanitarian practice
- Must be willing to travel internationally including to countries currently receiving humanitarian assistance
- Experience of working on sensitive and/or complex issues, for example vulnerable or marginalised groups, protection, disability

**DESIRABLE**
- Experience working with grant making processes and systems
- Experience of working with development/humanitarian agencies, or in relevant contexts
- Technical knowledge of humanitarian WASH
- Experience leading or supporting innovations to scale
- Coaching and mentoring skills
- Languages
- Ability to manage budgets

**Child Protection level**
Level 1 - the responsibilities of the post do not require you to have contact with children or young people.

*We are committed to the safeguarding and protection of children and vulnerable people in our work. We will do everything possible to ensure that only those who are suitable to work with children and vulnerable people are recruited to work for us. This post is subject to a range of vetting checks including a criminal records disclosure.*