

Terms of Reference

Purpose: Hiring of Regional MA Support & Development Lead

Role: Regional MA Support & Development Lead

Period of Performance: July 2025 to Dec 2025 (6 months)

Base Location : New Delhi – IPPF South Asia Regional Office

Type of contract: Consultancy

Reporting to: Regional Director, SARO

Background: IPPF is a locally owned, globally connected civil society movement. We work to ensure people are free to make choices about their sexuality and well-being in a world free from discrimination. IPPF is committed to a world where everyone realizes their sexual and reproductive health and rights and has control over their own bodies, lives, and futures. IPPF South Asia Regional Office (SARO) is one of the six regional networks of the International Planned Parenthood Federation. Staff at SARO is based in New Delhi, India. In the region, we work in eight countries – Afghanistan, Bangladesh, Bhutan, India, Iran, Maldives, Nepal, and Sri Lanka through the Member Associations (MA) -- IPPF accredited organizations- and collaborative partners.

Role Purpose: To lead and support the management of the MA Support & Development (S&D) Team in the IPPF South Asia Regional Office, under the guidance of the Regional Director. The MA S&D Team supports the growth and development of MAs and Collaborative Partners (CPs) in the region and collaborates pro-actively with other Regions and Global functions to leverage Federation wide impact. The Lead will support the Regional Director in bringing together and connecting all MA facing work within the Region to ensure optimal support and services to MAs/CPs. The Lead will develop a monthly work plan, in discussion with the MA S&D Team, to be approved by the Regional Director. The Lead will also provide an enabling environment to support free flow of information and the mechanisms to enable knowledge sharing and direct access between MAs/CPs in Region and other parts of the Federation. There may be instances of need to travel in support of MA/CPs and interact with key stakeholders. .

Role Deliverables:

The role will work towards delivering the below.

- Support MAs/CPs for development and impact in delivering against the Strategic Framework to widen access, expand choice, innovate and share knowledge and act with youth, advance digital and self-care. This includes supporting Mas/CPs for their financial sustainability and organizational strengthening.
- Build an overall picture of MA/CP capabilities, capacities, country contexts, audiences and competition from country and MA/CP profiles to strategically connect organisations, activities and information.
- Devise an integrated plan of activities, including both restricted and unrestricted funding, driven by MAs/CPs to achieve tangible outcomes, capacity building, stronger governance, shared learning and connection facilitation across the Federation.
- Create an MA/CP service delivery platform that provides funding and resource support that meets Federation programmatic requirements, leverages opportunities and achieves 'burn rates'.
- Assess quality controls for data integrity used to inform decision-making.
- Facilitate the design and delivery of integrated programming and resource allocation, leveraging or building technical capacity in MAs
- Galvanise and lever development opportunities for MAs/CPs through proposals and donor reporting.
- Build, lead and mentor a diverse team with complementary technical expertise, skills, drive and determination into a seamless functional unit where people can perform at their best.
- Contribute to resource mobilization through macro knowledge of MA programming, and support the Resmob

Team with the conceptualization and development of proposals accordingly

Management reporting/responsibility:

- Architect of Cooperation (x 3 people)
- Business Analyst
- Performance, Learning & Impact Senior Advisor
- Youth Networker
- Governance & Accreditation Advisor

Key Skills/Expertise:

- Successfully led the effective design and delivery of multi-country/regional SRHR Programmes in international development
- Track record of co-constructing and implementing multi-faced business plans/budgets in diverse geographic/cultural settings with good financial understanding and budget management skills
- Significant experience in effective resourcing and monitoring performance to ensure delivery of objectives
- Understands political, economic, social, legal and environmental contexts in the Region and Globally affecting our Sector
- Understands the workings of MAs and how to encourage, influence, incentivize engagement
- Ability to scan the horizon to spot issues, leverage opportunities, mitigate risks and build a learning environment with organisational resilience and the ability to adapt to changing circumstances with agility
- Excellent team leader and developer with strong planning, organising and knowledge sharing skills
- Strong monitoring and evaluation skills
- Ability and willingness to work in and lead a diverse and multicultural environment that role models respect of all cultures, inclusion and no discrimination
- An intersectional (pro) feminist passionate about sexual reproductive health care rights + justice, including safe abortion
- Supportive of people's rights regardless of sexuality or gender identity/expression and supportive of worker's rights and access to health care in sex work.

Payment Schedule:

The consultant will be paid on monthly basis as per the terms of the contract. Cost of work-related official travel undertaken by the Consultant during the contract period will be arranged by IPPF SARO as per the IPPF Travel Policy.

IPPF is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees, volunteers, contractors, and partners to share this commitment. Anyone employed with IPPF agrees to sign and adhere to IPPF's Code of Conduct and Safeguarding (Children and Vulnerable Adults) Policy.

How to apply:

Applicants should submit their CV along with Cover letter and the specific Job Title at saro-recruitment@ippf.org by 11:59 PM IST 24th May 2025.