

Manager, Influencing and Engagement Position Description

Reporting to:	Centre for Humanitarian Leadership (CHL) Director	Work location:	Melbourne, Victoria preferred, but flexible or remote possible
Department:	International Programs	Budget holder:	No
Team:	Centre for Humanitarian Leadership	Direct reports:	Nil

Here you'll make a difference

At Save the Children Australia, we attract bright and big-hearted people who are inspired to make a difference. Together, we are fearless in our pursuit of making lasting change for the children and communities who need it most.

The Centre for Humanitarian Leadership (CHL) is a partnership between Deakin University and Save the Children Australia, established in 2011 to strengthen leadership across the humanitarian sector. As Australia's leading institution dedicated to humanitarian leadership, CHL works at the intersection of research, education, and practice to support more effective, ethical, and locally led humanitarian action.

Over the past decade, CHL has built a global reputation for advancing leadership in complex and crisis-affected environments through executive education, applied research, policy engagement, and partnerships with governments, NGOs, UN agencies, donors, and local actors. Its work increasingly focuses on strengthening locally led humanitarian action, supporting community resilience, positioning itself within and across overlapping ecosystems change and addressing the leadership challenges posed by a rapidly changing humanitarian landscape. Drawing on Deakin University's academic expertise and Save the Children's operational experience, CHL connects evidence, practice, and diverse voices to develop leaders, generate new knowledge, and contribute to more inclusive, accountable, and resilient humanitarian systems.

[CHL Strategic Plan](#)

[Beyond Reform Agenda](#)

The Manager, Influencing and Engagement stewards CHL's engagement with the humanitarian sector and broader systems-change ecosystem. This is not a traditional advocacy role focused on campaigns, policy positions, or organisational promotion. Rather, it centres on listening, relationship-building, convening, and co-design—working alongside local actors, practitioners, researchers, donors, and partners to surface diverse perspectives, challenge assumptions, and foster dialogue on the future of humanitarian action. The role helps CHL navigate and interrogate the tensions that shape the sector, including questions of power, representation, localisation, and whose knowledge and leadership are valued and amplified.

Working collaboratively across CHL's research, education, and influencing portfolios, the Manager, Influencing and Engagement translates learning, evidence, and emerging ideas into thought leadership, strategic partnerships, convenings, networks, and collective action initiatives. A particular focus will be supporting CHL's Beyond Reform agenda, helping position the Centre as a trusted broker of conversations, relationships, and ideas that contribute to more locally led, equitable, and adaptive humanitarian systems. We welcome candidates from beyond the humanitarian sector, including those with experience in social movements, systems change, climate justice, Indigenous rights, philanthropy, civic participation, community organising, journalism, public policy, disability advocacy, or other fields that challenge conventional approaches to power and change.

Here your skills will be valued

Role requirements

Strategic Stewardship and Thought Leadership

- Steward the implementation and evolution of CHL's Influencing Pillar in alignment with the 2025–2030 Strategic Plan.
- Work with colleagues, partners, and stakeholders to identify and explore emerging issues, opportunities, and tensions shaping humanitarian leadership, localisation, resilience, and systems change.
- Help translate learning, research, practitioner experience, and partner perspectives into thought leadership, dialogue, and strategic engagement opportunities.
- Support CHL to navigate complex and sometimes contested issues, balancing opportunities for public engagement with reputational, political, and partnership considerations.

Convening, Dialogue and Collective Action

- Support the design and stewardship of CHL's convening agenda, including the Humanitarian Leadership Conference, Beyond Reform, regional dialogues, and other strategic engagement initiatives.
- Create and nurture spaces for dialogue, collective sense-making, relationship-building, and collaboration across diverse stakeholders.
- Help foster processes that move beyond discussion towards shared learning, commitments, and collective action.
- Build and sustain relationships with networks, movements, and actors across the humanitarian, development, philanthropy, climate, and social justice sectors.

Amplifying Diverse Perspectives

- Work across CHL's research, education, and influencing portfolios to elevate insights from local leaders, practitioners, alumni, affiliates, and partners.
- Support CHL's platforms, publications, events, and communications to reflect diverse perspectives and challenge dominant narratives.
- Encourage approaches to influence and engagement that are participatory, reciprocal, and non-extractive.

Partnerships and Influence

- Contribute to CHL's participation in relevant regional and global networks, coalitions, and policy conversations linked to Beyond Reform agenda.
- Support CHL participants, alumni, and partners to connect, learn from one another, and contribute to broader conversations and change efforts.

Learning, Reflection and Adaptation

- Monitor and reflect on the effectiveness and relevance of CHL's influencing activities, partnerships, and convening approaches.
- Contribute to organisational learning, adaptive planning, and ongoing refinement of CHL's influencing strategy.
- Capture and synthesise lessons, emerging insights, and stakeholder perspectives to inform future priorities and directions.

Health, safety, security and risk management

- Model safe behaviour by following all workplace policies, procedures, work instructions and training
- Work safely at all times and consider the impact of your work practices on your own and others' physical safety and psychological wellbeing.
- Report all incidents, injuries and potential hazards in a timely manner

- Take part in safety activities and improvements, contribute to a culture that supports physical and psychological health.
- Identify, document and manage risks in your programs and work environment, putting controls in place to reduce physical and psychological harm.
- Promote strong governance and a culture that prioritises both physical and psychological safety, wellbeing and operational risk management.

Child protection and safeguarding requirements

- Maintain a child safe environment at the workplace and safeguard children's rights, acting in the best interests of children at all times
- Comply with the [Child Safeguarding Policy](#) & [Code of Conduct](#)
- Demonstrate the highest standards of behaviour towards children in both your private and professional life
- Never abuse the position of trust that comes with being a part of the Save the Children family
- Maintain a safe and positive relationship at all times when working with children and young people
- Respond to any concerns for the safety or wellbeing of a child in a program in accordance with internal reporting processes

All roles at Save the Children contribute to our impact for children.

At Save the Children, every role, whether in our programs or support services, plays a vital part in our impact for children. We are committed to creating a positive impact on the lives of children and their communities, and we value the contributions of every team member in achieving this vision.

Being a leader at Save the Children Australia means leading with heart, enabling others, and delivering results. Leaders are expected to uphold, and role model the behaviours outlined in our Leadership Framework.

Here you'll belong

It takes all types of people to do the challenging work we do. Here are some of the specific skills and experiences you'll bring in this role:

Essential knowledge or experience

- Postgraduate qualifications in international development or humanitarianism or public policy or journalism; or an equivalent combination of relevant experience and/or education/training
- At least 8 years demonstrated experience in non-traditional advocacy, influencing, or movement-building within humanitarian, development, human rights, or adjacent sectors.
- Strong understanding of power, localisation, equity, and systems change in crisis and humanitarian contexts.
- Proven ability to design and lead complex convenings and multi-stakeholder initiatives.
- Excellent written and verbal communication skills, with the ability to craft compelling narratives.
- Experience with public speaking and media representation.
- Experience working collaboratively across cultures, geographies, and disciplines.

Desirable knowledge or experience

- Experience working at the interface of research, policy, and practice.
- Existing networks across the Global South humanitarian ecosystem.
- Familiarity with academic or university-based environments.
- Experience engaging philanthropic or non-traditional donors.
- Proficiency in a second language (French, Arabic, Spanish or other)

Required qualifications and/or accreditations

- Working With Children Check.

Additional Information

- Any offer of employment at Save the Children Australia will be subject to a satisfactory National Police Record Check and a Working with Children Check
- Employees must sign on to Save the Children Australia's Child Safeguarding Policy and Code of Conduct
- Ongoing performance and employment will be measured against KPIs, values and demonstrated behaviours outlined above
- Save the Children Australia is an Equal Opportunity Employer

Driver's Licence: Not required **Travel:** Required

Working with Children Check: Required **Assets:** Laptop