



Position title: Vice President, Global Human Resources	Location: Richmond, Virginia, US
ChildFund office: International Office	Manager/Supervisor title: Chief Operating Officer
Position type: Full-time regular	Work environment: Hybrid

About ChildFund

ChildFund is a child-focused international development organization that connects children with the people, resources and institutions they need to grow up healthy, educated, skilled and safe, no matter where they are. We work directly in 23 countries, with extended reach to more than 60 countries through our global partnership network.

ChildFund's Values

We aspire for every person in our organization—program participants, supporters, staff, and volunteers alike—to feel free, safe, and confident to be themselves. In our culture of connection, you will have ample opportunity to grow, learn, and lead while contributing your talents and innovations to our inspiring mission.

ChildFund's Commitment

ChildFund International has a zero-tolerance policy regarding sexual exploitation, abuse and harassment (SEAH) and all other forms of harm by its staff, partners, and other representatives in the delivery of its mission and services for children. ChildFund is committed to creating a safe environment in the workplace as well as in the communities where it delivers programs and services. ChildFund expects every staff member, partner, and representative to adhere to this commitment and to ensure all organizational policies and standards are followed. This position is subject to a range of vetting checks, including a criminal records check and/or disclosure to ensure program participants are safeguarded.

About This Role

The Vice President, Global Human Resources is a key executive leadership position in ChildFund, responsible for the critical talent strategies and infrastructure delivering the organization's strategy, Growing Connections. As ChildFund pursues its "bold goal" to reach 100 million children by the year 2030, the Vice President plays a pivotal role in enhancing employee experience, developing talent capacity, strengthening systems, and promoting a value-aligned and engaging work culture.

Reporting to the Chief Operating Officer and serving as a member of the Executive Team and Global Leadership Team, the Vice President leads a global, matrixed Human Resources team and partners with regional leadership and Country Offices to align Global Human Resources strategies with organizational strategy and objectives. The Vice President is a key advisor to the CEO on people matters while traveling periodically and maintaining strong relationships across the organization.



An expert in HR practice, the Vice President leads organization-wide transformation initiatives while overseeing compliant, consistent service delivery and high performance of the global HR team. The Vice President coaches and mentors executives and HR professionals to support ChildFund's culture of innovation and learning while staying current with global HR innovations and best practices in the international development sector.

Required Experience and Education

- Bachelor's degree in a relevant field required; Master's degree preferred (MBA, MPA, Human Resources, or similar).
- At least 15 years of experience in the human resources function, with experience in international development strongly preferred.
- At least 10 years of experience leading teams.
- Experience leading the HR function in international organizations across multiple country locations.
- Significant experience developing and implementing people- and culture-centered, strategy-aligned HR initiatives.
- Experience advising, consulting, and influencing at the C-suite level preferred.

Primary Responsibilities

- **Global Talent Strategy and Organizational Leadership**
Lead the development and execution of talent strategies for ChildFund's organization-wide strategy, Growing Connections, and its objectives related to talent acquisition and development, employee engagement, and performance. Evaluate people analytics, stakeholder feedback, and best practices to make data-driven, culturally-aligned decisions about organizational design and people resources. Collaborate with leaders to implement organization-wide people strategies effectively and compliantly. Lead succession planning for critical leadership roles.
- **Cultural Leadership**
Provide executive leadership in embedding ChildFund International's organizational values—connection, honesty, innovation, learning, and diverse lived experiences—into daily practices, leadership behaviors, and people management systems across the organization. Serve on board committees, including governance committee. As a member of the Global Leadership Team, demonstrate and champion Inclusive Leadership qualities and principles.
- **Team Leadership**
Provide coaching, mentoring, and daily supervision to a matrixed, global team of senior HR professionals. Set priorities and goals and build a culture of accountability, collaboration, and continuous improvement, setting high standards for performance. Drive collaboration across Global HR. Evaluate and optimize team structure, capabilities, and resource allocation to support evolving business needs and growth strategies.

- **Global HR Systems and Operations Leadership**
Provide strategic direction and oversight for the Global HR Operations function, including the enterprise-wide HR information system, employee relations, policy & compliance, performance management, compensation and benefits, payroll, and benefits administration. Regularly review reports and audits and monitor compliance with applicable labor laws and regulations across all ChildFund locations.
- **Change Management and Transformation**
Provide leadership, key support, and people-centered approaches for major change initiatives, including organizational restructuring, culture evolution, and process improvements. Partner with senior leaders on effective workforce planning, change planning, communication, and adoption across the global organization.
- **Legal, Regulatory & Policy Compliance**
Lead the development and oversight of frameworks that align with international labor standards while accommodating diverse local employment laws across multiple jurisdictions. Partner with regional and country leadership to ensure consistent interpretation and application of HR policies while respecting local legal requirements, cultural contexts, and operational realities. Provide strategic guidance on complex employment matters, including employee relations, organizational restructuring, safeguarding, and duty of care obligations. Drive continuous improvement of policies, systems, and training to build organizational capability in ethical, compliant, and values-driven people management practices worldwide.
- **External Partnerships & Best Practices**
Build and strengthen strategic partnerships with external centers of excellence, academic institutions, and policy forums to stay at the forefront of emerging trends and to promote the adoption of leading practices in workforce planning, leadership development, and talent strategy.
- **Safeguarding**
Remain alert and responsive to any safeguarding risks, acquire relevant knowledge and skills which will enable you to promote strong safeguarding practices, understand the safeguarding policy and procedures, and conduct yourself in a manner consistent with the Safeguarding Policy.

Required Competencies

ChildFund's Leadership Competencies

- Strategic Leadership: applies vision; explores multiple paths; invests time in planning to effectively execute strategy.
- People Leadership: inspires, influences, coaches, and empowers others to be at their best; values individual differences and seeks the inclusion of others.
- Partnership: develops strong networks; works across divisions; creates trusting and productive relationships that contributes to positive outcomes
- Change Management: adjusts thinking and behaviors to remain relevant, resilient, and responsive to internal and external conditions.



- Design Thinking: designs solutions with end user experience in mind; empathizes, defines, ideates, prototypes, and tests.

ChildFund's Core Competencies and Other Required Competencies

- Teamwork: the ability to work effectively and collaborate with others; values and respects individual differences.
- Communication: demonstrates empathy and tact when communicating with others and uses a storytelling approach when appropriate; tailors messages in a culturally-sensitive, strategic manner.
- Results orientation: gets things done; takes proactive steps to achieve organizational goals and quality standards.
- Decision making: uses good judgement, critical thinking, and non-traditional ways to evaluate problems and opportunities; reflects and innovates to improve decisions and outcomes.
- Resilience: thrives and grows in rapidly changing, demanding, and complex environments.
- Digital literacy: adopts and champions new technology to relevant contexts, stays aware of technological trends and embraces technological solutions to business challenges; thrives and leads in a technology-enabled work environment.
- Advanced knowledge of HR operations in the US; foundational knowledge of HR operations and/or labor laws in other ChildFund countries of operation is preferred but not required.
- English fluency is required; proficiency in another language is a plus.
- Impeccable integrity, judgment, and ethics.
- Strong coaching and influencing skills.
- Excellent, demonstrated relationship-building skills.

Other Requirements

- The ability to work on site in Richmond, Virginia two days per week (hybrid).
- The ability to travel internationally up to 25 percent.