

Program Manager for the Coastal Community-Led Innovation Fund Facility

ROLE SUMMARY

The **Program Manager** is responsible for the overall leadership, design execution, and performance of the **Coastal Community-Led Innovation Fund Facility (CCLIFF)**. The role oversees a competitive, multi-region grant facility that provides catalytic financing and technical assistance to fisherfolk and coastal community-based organizations.

QUALIFICATIONS

Education: Bachelor's degree in development studies, Environment Management, Economics, Public Administration or related fields (Master's degree preferred)

Experience: 8 years' experience of managing development programs, grant facilities, or funding mechanisms. – Experience in grant management, community-based development, or livelihood and enterprise support. – Strong understanding of coastal livelihoods, fisheries, aquaculture, climate adaptation, and community-led approaches.

DUTIES AND RESPONSIBILITIES

- Provide overall strategic leadership for the CCLIFF, ensuring alignment with COAST priorities, national frameworks, and organizational policies.
- Design, manage, and oversee a transparent and competitive flexible financing facility, including calls for proposals, selection processes, and funding windows.
- Ensure compliance with Program Development Implementation Monitoring and Evaluation (PDIME), financial policies, donor requirements, safeguarding, and accountability standards across all grants.
- Oversee a multi-region portfolio of community-led innovation projects; guide adaptive management based on performance, risks, and learning.
- Lead the overall strategy for proposal development support, mentoring, and technical assistance for grantees, delivered with partners.
- Serve as primary focal point with donors, local government units, Bureau of Fisheries and Aquatic Resources, Department of Environment and Natural Resources, non-government organizations, academe, and private sector partners

DUTIES AND RESPONSIBILITIES

- Support linkages of grantees with LGUs, government programs, and private sector buyers to enable scaling and sustainability.
- Provide strategic oversight to MEAL systems, ensure quality reporting, and promote learning and knowledge dissemination.
- Identify and manage fiduciary, operational, and climate-related risks; ensure projects integrate resilience and preparedness measures.
- Lead and supervise the fund management team; ensure coordination with finance, MEAL, and other program tracks.
- Work closely with Program Leads, Program Officers, Finance, and partners to align monitoring activities with implementation timelines. Participate in multistakeholder platforms and respond to data and reporting requests from management, donors, and partners.
- Translate monitoring and evaluation findings into insights that inform program decisions, strategic adjustments, and policy advocacy, ensuring evidence contributes to improved outcomes for fisherfolk communities and coastal ecosystems