

Job Title	Project Manager, Buffett-McCain Institute Initiative to Combat Modern Slavery
Employer/ Agency	The McCain Institute for International Leadership at Arizona State University
Job Description	<p>The Buffett-McCain Institute Initiative to Combat Modern Slavery (“the Initiative”), a three-year multi-disciplinary initiative to combat human trafficking in the agricultural sector, is hiring a Project Manager.</p> <p>The objective of the Buffett-McCain Institute Initiative to Combat Modern Slavery is to test, and then replicate, a program that:</p> <ul style="list-style-type: none"> • Ends trafficker impunity by supporting a justice system able to effectively, fairly and efficiently handle forced labor and labor exploitation cases. • Secures justice for victims of forced labor and severe forms of labor exploitation. • Discourages exploitative practices by bringing the Fair Food Program to Texas. • Amplifies resources and increases coordination through multi-sectoral partnerships. <p>Guided by a victim-centered approach, the Initiative works to increase victim identification, support investigations, and increase labor trafficking prosecutions. In addition to partnerships with and training programs for law enforcement, the Initiative supports local legal service providers to ensure victim needs are prioritized.</p> <p>The Initiative launched in 2017 as a pilot in Texas.</p> <p>The Project Manager will be an essential contributor to the Initiative, providing both technical assistance and administrative support. The Project Manager will work closely with the Program Director and stakeholders to plan, organize and execute against key Initiative efforts. The Project Manager will independently ensure that the goals and objectives of the Initiative are accomplished in accordance with priorities, time limitations, funding limitations and other specifications.</p> <p>The Project Manager will:</p> <ul style="list-style-type: none"> • Develop and monitor daily operations and coordinate Initiative activities; • Liaise with Federal, State, and Local government entities and other Initiative stakeholders; • Communicate project status and timelines to internal and external stakeholders; • Supervise and facilitate the development of high impact training/presentation materials and content, or workshops, meetings and conferences with Initiative partners; • Prepare presentations, project materials and other communication pieces;

	<ul style="list-style-type: none"> • Manage regular communication with internal and external program partners; • Manage the preparation of, logistics and scheduling for all internal and external communications, including social media activities; • Perform research and draft original pieces related to human trafficking and agriculture in the United States and internationally; • Review and track partner work plans; • Supervise the preparation of budgets and actively monitor the Initiative budget; establish expenditure controls and monitor the allocation of resources within the limitations of the budget; • Monitor relevant websites, social media and online tools; • Regularly liaise with and oversee the monitoring, evaluation and learning (MEL) team and associated activities; • Assist with team travel logistics (domestic) and administrative requirements related to travel; • Prepare trip reports, budget allocations and summaries/filings to ensure timely dissemination of information to all relevant parties and precise record keeping; and • Support other Initiative administrative needs.
Qualifications	<p>Minimum Qualifications: Bachelor's degree and 5 years related experience; 1 of which are in program management, or any equivalent combination of experience and /or education from which comparable knowledge, skills and abilities have been achieved. Experience managing multi-disciplinary projects in the social justice sector.</p> <p>Desired Qualifications:</p> <ul style="list-style-type: none"> • Written and spoken Spanish language fluency. • Experience in fields related to law, public policy, or social work. • Experience working on anti-human trafficking initiatives. • Experience working with farmworkers and/or the agricultural sector.
Employer/Agency	The McCain Institute for International Leadership at Arizona State University
City, State, Zip	Position based in Washington, DC, or in Texas, with a preference for Texas (city negotiable).
Contact Person	Kristen L. Abrams
Contact Title	Managing Director, Buffett-McCain Institute Initiative to Combat Modern Slavery
Email Address	Kristen.L.Abrams@asu.edu
Opening Date	Immediate

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