

Job Position : Head of Governance, Compliance & Risk

WHO WE ARE

World Vision Foundation of Thailand is a Christian humanitarian, development and advocacy organization devoted to improving the lives of children, their families and communities by tackling the root causes of poverty. With nearly 50 years of experience in the country, we help all people regardless of race, gender, and religion.

OUR SELECTION PROCESS

We embrace diversity, employing people from a variety of cultural and religious backgrounds. We take our child and adult safeguarding responsibilities seriously and we are committed to providing an environment that is safe for children. All successful candidates will undergo all required pre-employment checks which is inclusive of a criminal record check. Our stringent recruitment procedures make sure the safest and most suitable people work with the children in our programmes.

Come join our team in Thailand, be part of our more than 33,000 staff working in 100 countries and share the joy of transforming vulnerable children's life stories!

Learn more about our work at worldvision.or.th

PURPOSE OF POSITION

The Head of Governance, Compliance & Risk provides strategic leadership and oversight to strengthen good governance, accountability, and compliance across the World Vision Foundation of Thailand (WVFT). This position ensures that WVFT operates with integrity, transparency, and alignment with national laws, partnership standards, and corporate governance principles.

The role supervises the Governance Coordinator, Risk Coordinator, and Legal Officer, ensuring each function operates effectively and in alignment with the organization's strategic direction. The position directly coordinates and oversees case management and investigation processes, ensuring fairness, confidentiality, and timely resolution of all reported cases.

This role reports directly to the National Director and works collaboratively with all divisions to promote a culture of integrity, ethical behavior, and responsible stewardship.

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MAJOR RESPONSIBILITIES

1. Governance and Board Support 20%

- Provide strategic leadership to strengthen WVFT's governance framework, ensuring compliance with Thai law and WV Partnership standards.
- Oversee and support the work of the Governance Coordinator in managing Board meetings, documentation, and follow-up actions.
- Support the National Director and the Board in fulfilling their oversight responsibilities through accurate, timely, and relevant information.
- Advise the National Director on governance trends and ensure alignment with partnership governance requirements.

2. Legal and Compliance 10%

- Provide direction and supervision to the Legal Officer to ensure all contracts, agreements, and policies comply with Thai law and WV standards.
- Ensure a robust compliance monitoring process and guide management on key legal risks.
- Represent WVFT in legal or regulatory matters when required.
- Approve or endorse legal recommendations and high-risk contracts prior to execution.
- Provide legal interpretation to support organizational decisions.

3. Risk Management 25%

- Lead the implementation and continuous improvement of WVFT's risk management framework.
- Provide strategic guidance to the Risk Coordinator on identifying, assessing, and mitigating risks across departments.
- Review and validate risk registers and mitigation plans prior to submission to SLT and the Board.
- Promote organization-wide awareness of risk management and control systems.
- Coordinate with Internal Audit and related functions to ensure effective monitoring and follow-up of audit findings.

4. Incident Management and Ethics 25%

- Ensure all incidents reported (including safeguarding, misconduct, fraud, grievance, or conflict of interest) are properly investigated or managed in a timely, transparent, and fair manner in line with WV policies and partnership standards.
- Coordinate with the Regional Office and relevant departments to ensure appropriate review, investigation, and resolution processes are followed.
- Oversee the establishment, implementation, and continual improvement of WVFT's Incident Management Protocol to ensure consistency, accountability, and integrity.
- Review and validate investigation findings and management responses for accuracy and completeness.
- Provide incident management reports, trends, and lessons learned to the National Director, SLT, and Board Committees.
- Promote a culture of ethical behavior, transparency, and awareness of reporting mechanisms across the organization.

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5. Policy Development and Compliance Coordination 15%

- Lead the review, development, and dissemination of organizational policies and procedures.
- Ensure all policies are current, compliant with laws and partnership requirements, and well-communicated.
- Coordinate with all divisions to ensure alignment of practices and compliance with WVFT governance framework.
- Establish mechanisms to monitor adherence and effectiveness of policies across departments.

6. Leadership and Capacity Building 5%

- Lead and mentor the Governance, Legal, and Risk team to deliver high-quality outputs.
- Build staff capacity in governance, compliance, and risk management principles.
- Promote integrity, learning, and continuous improvement within the team.
- Contribute to organization-wide initiatives that strengthen ethical culture and digital governance maturity.
- Build team culture that reflects WV's Vision, Mission, Core Values, and fosters an inclusive, psychologically safe environment.
- Manage performance through clear goals, regular reviews, and coaching for results and career growth.
- Promote staff care and resilience, ensuring well-being and a safe work environment.

KNOWLEDGE, SKILLS AND ABILITIES

- Bachelor's degree in Law, Political Science, or Public Administration, Governance, or Business Administration.
- Professional certifications in Compliance, Risk Management, Internal Audit or Corporate Governance are desirable.
- Minimum 5 years of experience in governance, compliance, legal, or risk management, preferably in a corporate, NGO, or international organization.
- Demonstrated leadership and supervisory experience.
- Strong understanding of board governance processes, risk management systems, and compliance frameworks.
- Experience in case management or investigation of ethical or safeguarding incidents is required.
- In-depth knowledge of Thai legal and regulatory environment for NGOs or foundations.
- Familiarity with governance standards.
- Strong analytical, facilitation, and communication skills (Thai and English).
- Proven ability to influence and collaborate across divisions.
- Based in Bangkok Office with occasional travel to field offices and external meetings.
- Commitment to WV's Christian ethos and ability to integrate faith-based values into leadership and programming.

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As a child focused organization, World Vision Foundation of Thailand is committed to the safeguarding of children, therefore any offer of employment is conditional upon the successful completion of applicable background checks, including a criminal records check.

By submitting your application, you understand and accept that World Vision Foundation of Thailand will process the data you provide for the purposes of your application and in accordance with the World Vision Foundation of Thailand - Job Applicant Privacy Notice.

Applicants are required to send a CV and cover letter via email to Thanyarat_Charndamnernkit@wvi.org Tel. 02-0229200 Ext.151. Applications will be reviewed on a rolling basis, with interviews scheduled with suitable candidates on a rolling basis. Any questions or requests for additional information can be directed to the emails and phone number above.

