

Welcome to **NGO Recruitment** **Asia Pacific & International**



Specialists in
not-for-profit sector
executive search,
recruitment and
HR services





We recruit for: International non-government organisations, Charities, Community groups, Health and animal welfare organisations, Education institutions, Industry associations, Faith-based organisations, Political and activist groups.

NGO Recruitment Overview

Who we are

NGO Recruitment Asia Pacific and international is the region's not-for-profit sector recruitment specialist. For over 10 years, we have recruited for a wide range of international non-government organisations looking to source both local and expatriate candidates for roles based in the Asia Pacific region and across the world.

What we do

Our focus is sector specific, role generic. Using executive search and recruitment services, we recruit all roles within an organisation – from country directors, campaign managers and fundraisers, to social workers, team managers and database assistants. In the Asia Pacific and internationally, we are particularly experienced in the recruitment of country and regional leadership, programme management, technical and thematic experts, emergency response, communications, training, research, advocacy and campaigns strategist roles and fundraising/philanthropy roles. Our consultants have a specialist knowledge of the complex environment in which international NGOs and not-for-profits operate. We understand the necessity for transparency and accountability to donors, funding bodies, clients and other stakeholders. And we deliver tailored recruitment services to match.

Our team

Headed up by NGO Recruitment's director Richard Green and Manager, Asia Pacific & International Recruitment and Career Transition Services Lead, Lois Freeke, we specialise in partnering with international NGOs to source high calibre candidates across the Asia Pacific region and internationally. Lois is a conversational Mandarin Chinese speaker with two decades' in depth Asia Pacific and international experience and has recruited executive and operational roles for organisations including not for profits, across the Asia Pacific Region and globally for more than 18 years. Divya Parmar is our dedicated Associate Consultant who has more than 12 year's recruitment experience. Originally a recruiter in India and Asia, Divya works very closely with Lois helping to source candidates for international non-profit roles.

Our reach

NGO Recruitment has placed candidates and sourced candidates in countries and regions including Japan, Korea, China, Singapore, Mongolia, Myanmar, Laos, Vietnam, Cambodia, Indonesia, Thailand, the Philippines, Sri Lanka, India, Pakistan, Nepal, Timor-Leste, Fiji, Papua New Guinea, South America, Africa, Canada, the US and Australia and New Zealand. Where relevant, we work in partnership with our Australian teams to extend our networks internationally to source the very best global talent for specialist roles.

"Plan International recently used the services of NGO Recruitment, and that of Lois Freeke in particular, for the recruitment of a Pacific Program Director in our Asia Pacific Region. Based on this experience, I highly recommend Lois and would certainly engage her again in the future. Lois was able to provide a timely and efficient, yet personal service that not only was successful, but left all stakeholders feeling very connected to the process.

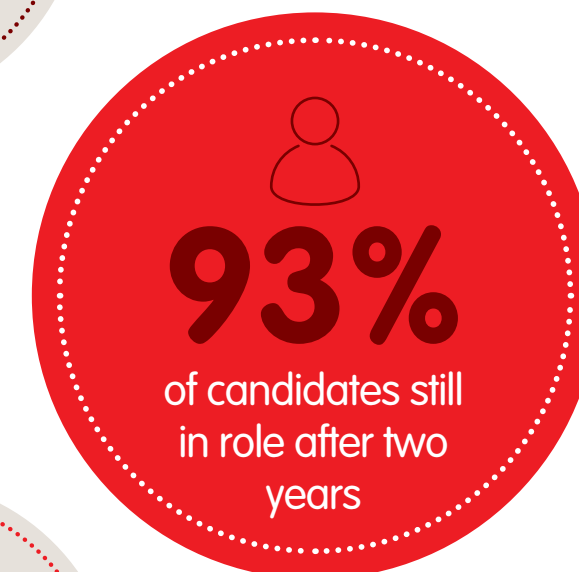
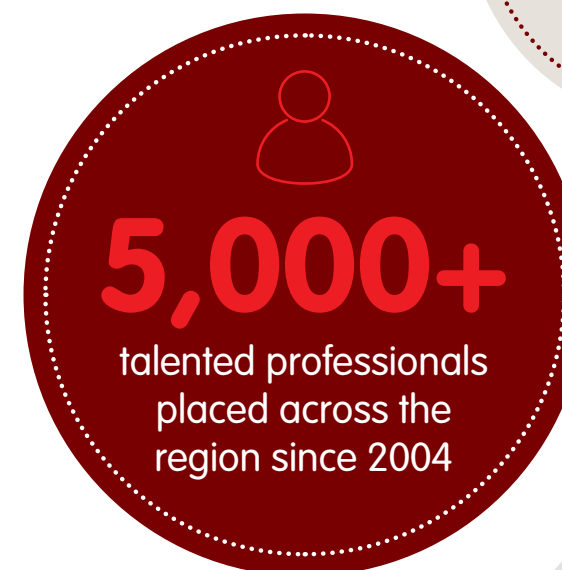
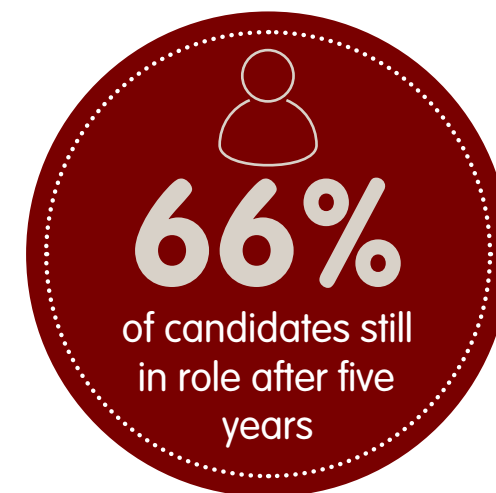
She remained in regular contact with me at all stages of the process, so that if I ever had a question or concern, she readily responded. She was also extremely proactive, and was able to highlight any concerns, before they became an issue. Finally, last but not least, the pool of applicants she was able to provide was outstanding, and exceeded our expectations. All in all, it was an excellent experience, from start to finish, and I would recommend Lois and NGO Recruitment to others."

**SUMANT KUMAR, REGIONAL HUMAN RESOURCES & ORGANISATIONAL DEVELOPMENT PARTNER,
ASIA REGION, PLAN INTERNATIONAL**

"Lois is by far the best recruiter I have met. Knowledgeable, articulate, helpful and a pleasure to work with. She gave me guidance and advice that far exceeded the requirements of a recruiter and have positively impacted my recruitment experience. I believe anyone who has the privilege to speak to Lois on their next career goals would agree with me."

LEONA LEONG, GLOBAL HEAD OF CORPORATE PARTNERSHIPS, ANIMALS ASIA

NGO Recruitment in numbers



"It's rare to find a senior recruitment professional who understands the cultural nuances of the Asia Pacific market. Lois is extremely talented at what she does and has a valuable ability to expertly navigate the vast and complex tapestry of the Asia Pacific not-for-profit sector."

RICHARD GREEN, DIRECTOR, NGO RECRUITMENT

Why NGO Recruitment?

Our unrivalled NFP and corporate networks

With more than 30 years' fundraising and NFP sector recruitment experience, our founder Richard Green is widely recognised as Australia's leading NFP executive search and recruitment professional. Our team of mature consultants has extensive experience in delivering quality recruitment and HR services to this highly specialised sector. Our unrivalled networks, leading search strategies and constantly-evolving candidate database of 200,000 registered professionals all allow us to source the very best local and international talent. NGO Recruitment also has the largest LinkedIn following of any other NGO recruitment agency worldwide, with more than 150,000 followers.

Our cross-sector reach

Our sector expertise means we are highly skilled at assessing and recommending ideal candidates from within the NFP sector. We are also highly successful at identifying and transitioning corporate and public sector talent with strong transferrable skills and a fresh perspective into NFP leadership roles. Not everyone is suitable, and assessing values alignment and cultural fit is, as always, of crucial importance.

Our specialist knowledge

Our consultants have expert knowledge of the complex environment in which NFPs operate. We understand the necessity for transparency and accountability to donors, funding bodies, clients and other stakeholders, and we deliver tailored executive search and permanent recruitment services to match. We are also highly experienced at recruiting for government-funded NFPs and have the procedural expertise to make sure we find you the right talent within this environment. Not only do we identify the candidates our clients need to scale up, we track their careers and work with extensive and international niche candidate pools who refer talent to us, so we know which candidates will be the best technical, as well as cultural, fit for our clients' organisations and needs.

Our focus on cultural fit

Understanding the importance of cultural fit and making it a priority during our search process is at the heart of our recruitment methodology. After almost two decades of behavioural and cultural assessment, we are uniquely placed to gauge the cultural fit of our candidates as an indicator of long term success within your organisation. As a testament to this, 92% of our placed candidates are still in their role two years post-placement.

Our commitment

We are committed to our clients every step of the way and are honest from the outset about the challenges we may face. As the leading specialists in executive search and difficult to source roles, often with long lead times, we are always 100 per cent focused on finding the right person - and we will not stop until we do.

Our service excellence

Our reputation for service excellence also underpins our longstanding relationships within the NFP sector. We often partner with our clients for the long term and our candidates in turn, often become clients themselves. We focus on going above and beyond in all that we do, and our can-do, results-driven approach is highly valued.

Our focus on diversity

We are committed to diversity and our recruitment processes are free from biases regarding a candidate's gender, age, race, religion, sexual orientation and other characteristics not relating to job performance. We search through diverse talent pools to provide you with the very best shortlist for every role.

Our international reach

With Lois Freeke and Divya Parmar focusing on Asia Pacific and International recruitment, plus a dedicated consultant in the UK and a team of experienced consultants in Australia, we work with a broad range of international NGOs and specialize in sourcing professionals from within the global NFP and wider business community. Our extensive international networks, candidate database and advanced online, print and social media advertising strategies allow us to shortlist the very best candidates regardless of location.

Our specialist recruitment services

Executive search – exclusive

At NGO Recruitment, we specialise in exclusive executive search and are highly successful at sourcing diverse executive leadership talent internationally. We seek out leaders who can adapt to change, balance innovation with risk, navigate transformation and bring diverse thinking to the boardroom table. Our advanced search processes are highly effective, as evidenced by our 100 per cent success rate.

We also specialise in assisting NFP organisations with board appointments. Our board practice is adept at sourcing remunerated and volunteer board directors from diverse backgrounds who contribute rich experience and fresh ideas.

Outplacement and career transition

We are also the only sector recruitment and HR specialist providing bespoke and compassionate outplacement services designed specifically for NFP organisations. We manage and minimise the impact of redundancy on your employees, reduce stress and provide genuine career transition support and coaching to those affected.

Our practical next-step career search strategies tap into our unrivalled client networks and can be applied immediately. We offer both individual and group outplacement sessions and all programmes are customised to your requirements.

“Lois, thank you so much! Today's session was so great and has given me so much to work with. I'm so grateful for all your fantastic advice and coaching. You've helped me narrow down my direction and I feel more confident in my skills now.”

NON-PROFIT OUTPLACEMENT SERVICES CLIENT

“Thanks for the wonderful outplacement sessions. I have had several staff members tell me how excellent the experience has been and that the advice has been invaluable. Many thanks.”

NON-PROFIT OUTPLACEMENT SERVICES CLIENT

Our consultants

Richard Green

DIRECTOR

Richard is well-known and respected in not-for-profit circles primarily because of his deep-seated integrity and insight into how to harness human talent to create a better world.

He's proud of NGO Recruitment's 100% success rate and cultivates a culture where thoroughness trumps throughput: ensuring his consultants can take the time to deeply understand clients needs and deliver quality placements.

Before launching NGO recruitment in 2004, Richard established a reputation for success in non-profit and charity fundraising. In building and guiding teams responsible for philanthropy, giving, grants, campaigns and direct marketing, Richard came to appreciate the critical importance of hiring highly skilled, articulate and motivated people.

He knows that crucial environmental, health, and societal improvements are put at risk when non-profits can't attract people ideally suited to the sector's challenges—from the Board and senior leadership level right down to people answering phones or engaging donors on the street.

As the leader of NGO Recruitment, Richard draws on his 25 years' recruitment and sector leadership experience to provide mentorship to an expert team that has placed over 5,000 candidates in more than 500 organisations across Australia and internationally. He directs and refines consultation and sourcing processes with the goal of being able to genuinely present the best available talent in the marketplace to clients.

In what can be a cutthroat industry, he has earned trust through delivering a transparent and considerate experience for both clients and candidates. He champions an approach that prioritises communication and feedback, and never compromises on quality for a fast outcome.

Lois Freeke

MANAGER, ASIA PACIFIC & INTERNATIONAL / CAREER TRANSITION SERVICES LEAD

With an international background and global recruitment expertise, Lois manages NGO Recruitment's Asia Pacific and international recruitment. She has more than 17 years' recruiting experience, leadership and business expertise, and is often invited to be a media resource and spokesperson on career development and non-profit recruitment topics.

Lois has a stellar reputation built on personal integrity, reliability and professionalism. She's driven by a genuine desire to place more good people into the not-for-profit space, to increase social impact, and since joining NGO Recruitment in 2021 she has helped many international non-profits with multi-country operations to hire effectively. She also helps Australia-based NGOs seeking to foster diversity or hire for international experience.



Having lived and worked overseas for much of her career, including a role as the China GM of a global recruitment brand, Lois understands the challenges faced by international recruitment and the complexities of building global teams. Lois' depth of international experience and rigorous approach means she excels in sourcing senior leaders, finding candidates with unique skills, and recruiting for positions affected by local talent shortages.

She's found exceptional candidates for hard-to-place roles, such as regional directors for complex programmes in Asia and the Pacific, campaign strategists, and technical and thematic experts for international development, humanitarian aid, climate action, research institutes and animal welfare organisations, among others, internationally. Lois is the recruiter who clients call on when their recruitment efforts have been exhausted and they need to retain the services of an industry Specialist.

Lois has numerous qualifications from the International Coach Federation (ICF) and is also a certified Asperger's/ Autism employment coach. She established NGO Recruitment's career transition services—a first-of-its-kind offering for the non-profit sector.

Prior to making-for-purpose recruiting and career coaching her focus, Lois held a number of senior leadership roles internationally in recruitment and marketing; and ran her own successful business.

Lois supports humanitarian and international development causes and volunteers as a career coach for ProjectDisplaced to help unemployed Aussies find work.

Divya Parmar

ASSOCIATE CONSULTANT

Divya capitalises on her breadth of global talent management experience to underpin NGO Recruitment's success, with a special focus on supporting sourcing for international non-profit roles.

With more than 12 years' of recruiting experience gained across a range of HR management and staffing roles within a large multinational, Divya contributes valuable perspectives on global hiring, talent mobility, compensation, engagement, diversity and inclusion. Her qualifications in both HR and computer science enable her to apply innovative approaches to attraction, screening and selection processes.

Since joining NGO Recruitment in 2021, Divya has helped to place perfectly-matched candidates for roles based in Australia, Japan, Singapore, Korea and across APAC, for a variety of development agencies, charities, humanitarian organisations and groups working to tackle worldwide issues such as climate change.



Roles we recruit

We recruit all roles, at all levels. Here is a selection.

**Board Directors,
Senior Executives
and Operations**

**Fundraising,
Development &
Advancement**

**Program /
Project Director,
Manager &
Coordinator**

**Administration,
EA/PA & Finance**

**Human
Resources**

**Advocacy,
Campaign
& Legal**

**Communications,
Media, Marketing,
Public and
Government Relations
& Graphic Design**

**Direct
Service**

Our clients

We have recruited for over 500 not-for-profit organisations. Here is just a selection.



Referees

NGO Recruitment is able to provide a broad range of referees who we have worked with for over a decade. Please email or call us and we will supply you with the relevant referee contact details.

Countries

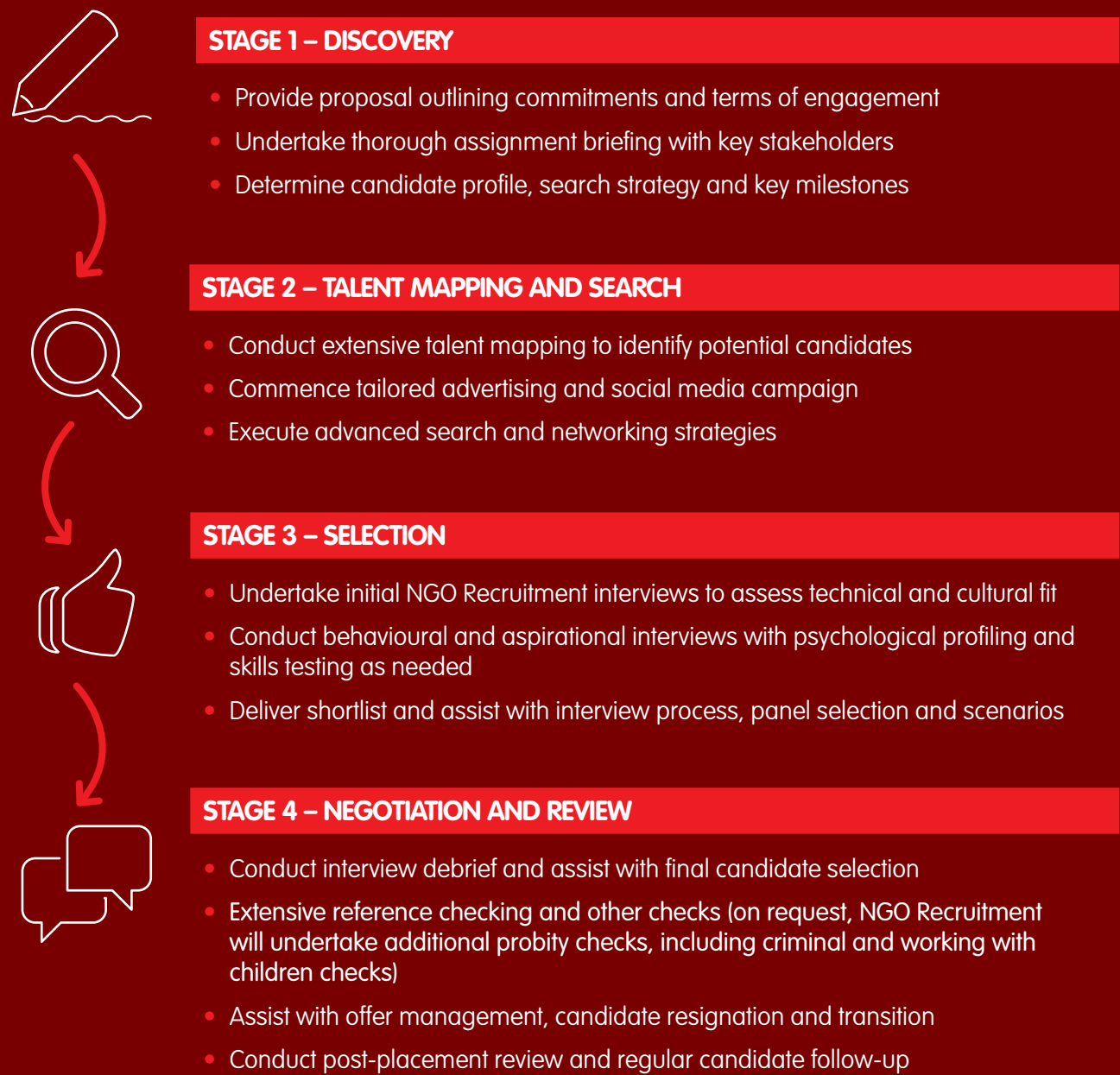
We have sourced and placed candidates globally. Below is a map of the regions we have ●sourced and ●placed candidates in.

- Australia
- NZ
- Fiji & Pacific Islands
- Japan
- UK
- Europe
- Philippines
- Thailand
- Indonesia
- Vietnam
- Latin America
- India
- China
- Nepal
- US
- Singapore
- Latin America
- Myanmar
- Pakistan
- Korea
- Cambodia
- Laos
- Papua New Guinea
- Timor-Leste
- Canada
- Bangladesh
- Sri Lanka
- Africa
- Mongolia
- South America



Our process

There are four general stages across all of our specialist recruitment services:



Campaign milestones

PRELIMINARIES

Proposal sign off and assignment briefing

AVERAGE CAMPAIGN*

Week 1-3: Online advertising; search strategies; candidate interviews; ongoing client liaison

Week 4: Candidate shortlist

Week 5: Client interviews

Week 6: Second interviews

Week 7: Offer made; final package negotiation

Week 8-12: Candidate resigns and commences new role

POST-PLACEMENT

Initial follow up one week post-placement

Monthly follow up for three months

Ongoing support if required

*Please note these timeframes are variable depending the nature of the role and location. Some roles are filled in 6-8 weeks and others can take 12 weeks or more

“Thank you Lois! I asked all the candidates about their experience in liaising with NGO recruitment and everyone sang your praises. It’s always a pleasure working with you. Thanks.”

KIEREN FITZPATRICK, CEO, ASIA PACIFIC FORUM OF NATIONAL HUMAN RIGHTS INSTITUTIONS

Search strategies



Why NGO Recruitment Asia Pacific?



Australia and Asia Pacific's leading NFP sector specialist in executive search, recruitment and HR services with a reputation for service excellence



Almost 20 years' firsthand sector knowledge and longevity in the marketplace



Trusted recruitment team with a track record in placing over 5,000 talented professionals across Australia, Asia Pacific and internationally



Mature recruitment consultants who understand the needs of the sector and the importance of cultural fit



Extensive database of 200,000 candidates combined with the latest recruitment search technologies to source global talent

Quality assurance

NGO Recruitment is a certified member of the Recruitment and Consulting Services Association (RCSA). As a member of the RCSA, NGO Recruitment follows the Code of Professional Conduct which means we uphold the highest standards of ethics and honesty at all times.

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