



Post Title: Senior Manager, Fundraising and Donor Relations

Reports to: Director of Programme Funding Team, External Relations Office

Duty Station: Geneva

Date issued: 4 May

Closing Date: 25 May

Level: Work level: 2

Career step: 4

Purpose:

Responsible for the development and management of relations with donor governments and the implementation of constituency building strategies in the donor assigned countries and regions with a primary objective of raising resources for GAVI. Current responsibility will include France and other donor countries as assigned by the Director of the Programme Funding Team (PFT) and in line with GAVI's fundraising strategy (e.g. this could include non-traditional donors such as new EU member states, South-East Asian states or Middle Eastern states). Senior Managers in the PFT are expected to be open to changing portfolio responsibilities as needs change. Under the guidance of the Director, the Senior Manager will explore new funding sources, including non-traditional donors and innovative financing options. She/he will work closely with all staff in the External Relations Office and other relevant Secretariat staff.

Key results expected:

Predictable, multi-year, and increased funding for GAVI programmes from the assigned donor country governments and a broad base of awareness and support for GAVI within the assigned countries or regions.



Main duties/responsibilities:

- Manage GAVI's relations with donor governments, parliaments, civil society partners, academia and other relevant constituencies in the assigned donor countries; represent GAVI to these institutions.
- Develop and implement a country-specific (public) fundraising strategy for assigned donor countries.
- Ongoing liaison with donor government officials (includes travel to donor capitals), through pro-active outreach as part of the fundraising strategy and in response to the donor's needs; address these needs and communicate issues to GAVI's management when necessary. Ensure appropriate level of engagement of GAVI's CEO and senior management with donor government officials.
- Initiate and negotiate grant agreements and renewals with donor governments. Track donor pledges and contributions and ensure compliance with donor agreement requirements.
- Identify civil society leaders and other influential people and institutions with whom GAVI should maintain a dialogue and engage in partnership to promote immunisation and health; responsible for opening that dialogue at working level.
- Gather and analyse information on donor profiles; provide strategic advice to the Director on national issues driving development policy and the view of GAVI within the country.
- With other PFT Senior Managers, contribute to the development of GAVI's fundraising strategy and explore non-traditional fundraising opportunities and innovative financing initiatives.

Minimum requirements:

Academic:

- Advanced university degree (Master's degree or equivalent) in international / public affairs, or equivalent experience.



Work experience:

- At least 8 years lobbying/liaison experience working specifically with donor governments, preferably within the assigned region.
- Experience in development cooperation or global public health a plus.
- Experience in working with the French government a plus.

Skills/competencies:

- Strong familiarity with political and technical governmental decision-making processes, including the budget process, protocol, appropriations, and communications.
- Strong networking, diplomacy, representation and negotiation skills.
- Effective prioritisation and time management skills.
- Demonstrated ability to acquire understanding and absorb new information rapidly.
- Good team working skills and results focus.
- Ability to adapt and work within a multicultural, multilingual, multidisciplinary environment .
- Computer skills, including internet navigation and various office applications.

Languages:

- Fluency in English and French. Knowledge of other languages relevant for resource mobilisation purposes an asset.

Remuneration:

Competitive compensation



Remarks:

Please send your application directly to: recruiting@gavialliance.org by the closing date and mention "Senior Manager, Fundraising and Donor Relations" in the subject of the email. Only short listed candidates will be contacted.