



Head, Private Sector Fundraising Service (PSFR), UNHCR

Organization: The UN Refugee Agency
Location: Headquarters, Geneva, Switzerland
Closing date: Monday 15th July 2008
Salary: Highly competitive salary and benefits (see below)

Background

Following a period of strong income growth, the UN Refugee Agency has decided to increase its investment in private sector fundraising through the recruitment on an experienced fundraising management professional. We are currently looking for a Head of the Organization's Private Sector Fundraising Service who can lead the fundraising team during a period of significant increased investment and growth.

We are looking for an innovative and dynamic manager with the drive and determination to lead and inspire; a strategic thinker with significant international management experience at a senior level; excellent communication, influencing and people management skills.

Reporting directly to the Director of the Division of External Relations, as part of their senior management team, the incumbent will be responsible for the motivational leadership of an international team of experienced fundraising professionals with overall responsibility for the development and implementation of the UN Refugee Agency's private sector fundraising strategy. This fundraising strategy is implemented through a network of nine UNHCR National Associations and Country Offices (Australia, Canada, Greece, Hong Kong, Italy, Japan, Spain, United Kingdom, and United States). As part of its new investment strategy the UN Refugee Agency is currently carrying out various new market entry studies and plans to launch fundraising programs in several new markets in the coming years. Providing leadership and strategic oversight to both this network as well as the Organization's new market entry investment will be a key role of this position.

As the majority of our income growth is expected to come from individual donors a solid knowledge of fundraising techniques (direct mail, legacies, monthly giving, online, telemarketing, face-to-face, press advertising, major donors) is essential. In addition this role will be responsible for expanding the Organization's corporate and foundation partnerships. Building on the work of the UN Refugee Agency's Council of Business Leaders and international foundation partnerships, such as the Bill and Melinda Gates Foundation, the incumbent will strategically lead and broker new partnerships for the Organization.

Required qualifications and experience:

An advanced university degree in business/marketing, social sciences or a related discipline with a minimum **of 20 years'** previous relevant work experience out of which 10 years should have been in private sector fundraising, in a not-for-profit organization or an international organization or a marketing/fundraising consultancy firm at the international level. A combination of relevant academic qualifications and two additional years of experience maybe accepted in lieu of the advanced university degree.



Plus

- Experience of private sector fundraising in different regions is an essential.
- Excellent analytical and conceptual skills and superior communication and presentation skills (both verbal and written).
- English and another relevant UN language, preferably French or Spanish

Terms and conditions:

The post is at grade D-1 level, common to the UN system with a salary composed of base salary and post adjustment which, at the present, totals approximately (depending on experience), US\$ 183,211 (with dependents) or US\$ 169,345 (without dependents) after deductions and per annum, exempt from taxation. UNHCR offers 30 days annual vacation, home leave travel, assignment and relocation grant, education grant for dependent children and an attractive pension and medical plans.

UNHCR's salary and benefits package is based on the United Nations Common System; visit www.un.org/Depts/OHRM/salaries_allowances for further information.

Application Procedure

To apply for the post please send in English a letter of application stating the skills and approach that you would bring to the post with your CV/resume (no photos) in strict confidence by email only to: recruitment@darylupsall.com . Please ensure that they are sent as Word documents with the titles "your name cover letter" and "your name CV" Please put "UNHCR Head PSFR" in the email subject line.

Deadline for application: **Monday 15 July 2008**. Interviews will take place in Geneva in the first week of September 2008.

For a full job description please visit <http://www.darylupsall.com/currentvacancies/>

For more information on the UN Refugee Agency visit www.unhcr.org