

## Job announcement

### Chief Partnerships and Fundraising (P5)

<b>Location:</b>	Dubai, United Arab Emirates
<b>Reporting to:</b>	The UNICEF Representative for the Gulf Area
<b>Annual salary:</b>	This is a P5 post on the UN Salary scales (see below for more details)

#### **Background**

The fundamental mission of [UNICEF](#) is to promote the rights of every child, everywhere, in everything the organization does in programs, in advocacy and in operations. The equity strategy, emphasizing the most disadvantaged and excluded children and families, translates this commitment to children's rights into action. For UNICEF, equity means that all children have an opportunity to survive, develop and reach their full potential, without discrimination, bias or favoritism. To the degree that any child has an unequal chance in life in its social, political, economic, civic and cultural dimensions her or his rights are violated.

There is growing evidence that investing in the health, education and protection of a society's most disadvantaged citizens addressing inequity not only will give all children the opportunity to fulfil their potential but also will lead to sustained growth and stability of countries. This is why the focus on equity is so vital. It accelerates progress towards realizing the human rights of all children, which is the universal mandate of UNICEF, as outlined by the Convention on the Rights of the Child, while also supporting the equitable development of nation.

#### **Purpose of Role**

The Chief, Partnerships and Fundraising post leads the Partnerships and Fundraising Team of UNICEF's Gulf Area Office, which covers Bahrain, Kingdom of Saudi Arabia, State of Kuwait, State of Qatar, and the United Arab Emirates. The role of this team is to maximize public and private partnerships and revenue in these countries. The position is based in Dubai, United Arab Emirates and will be reporting to the UNICEF Representative for the Gulf Area, who is based in Riyadh. The position works in close coordination with, and receives technical support from, the Regional Office (RO), the Private Fundraising and Partnerships division (PFP), and the Public Partnerships Division (PPD).

The position is the head of the Partnerships and Fundraising Team in the Gulf Area office and is responsible for leading all UNICEF partnerships and fundraising activities from the public and private sectors, and supporting broader engagement and cultivation of partnerships to leverage results for children locally and globally. Under the general guidance of the Representative, the position will be responsible for the overall coordination, planning, development and realization of the area office partnerships and resource mobilization strategy, in line with UNICEF's global Resource Mobilization Strategy and the global Private Sector Plan. The incumbent will oversee and coordinate various public and private partnerships and fundraising channels and activities, ensure engaged and long-term partnerships, and revenue growth for both the Area Programme needs as well as for UNICEF globally.

**Summary of key functions/accountabilities:**

Leading and managing the Partnerships and Fundraising Team:

- Provides leadership and supervision to the partnerships and fundraising team across the Gulf Area Office for all partnerships and fundraising activities. Represents the Partnerships and Fundraising team in the Area Management Team.
- Builds a Partnerships and Fundraising staffing structure and team to enable the office to maximize partnerships and revenue growth.
- Establishes clear individual performance objectives, goals and timelines; and provides timely guidance to enable the team to achieve their goals.
- Identifies training opportunities to meet staff development needs aligning with the partnerships and fundraising goals.
- Developing office wide Partnerships and Resource Mobilization Strategy for the area office and ensuring achievement of goals.
- In close consultation with the Area Management Team, Regional Office (RO), Private Fundraising & Partnerships (PFP) and Public Partnerships Division (PPD) teams, and informed by clear analysis of the external environment, develops a comprehensive Resource Mobilization Strategy targeting the public and private sector audiences with strongest potential, including government and bilateral donors, individual supporters, key influencers (major donors and foundations) and businesses. Ensures effective alignment with national, regional and global plans and priorities.
- Provides guidance and direction for analysis, planning, implementation and management on all fundraising channels as well as partnerships, with emphasis on achieving flexible and unrestricted resources and strategic partnerships.
- Stays abreast of key developments in the external environment as they affect partnerships and fundraising, and continuously seeks new partnerships and growth opportunities, and interprets and acts upon these with the team. Likewise remains up to date with cutting edge developments globally in partnerships and fundraising practices within UNICEF and across the sector and ensures these are applied as relevant.
- Builds and supports a culture of innovation to drive partnerships and fundraising growth.
- Engages with PPD, PFP, and RO colleagues to coordinate access to appropriate investment funds and other seed funds and accurate and timely reporting on subsequent results.
- Develops with the team a coherent annual workplan and budget covering each component of the strategy, including partnership prospect pipeline, partnerships management; ensures sufficient re-investment into fundraising activities; monitors work progress and ensures results are achieved on time and to required performance standards; ensures effective management of financial and human resources, in compliance within UNICEF financial rules and regulations.
- Builds support for Partnerships and Resource Mobilization Strategy goals from other teams within the area office through building effective collaborative relationships accordingly - notably with Communications (to drive a strong brand and assure powerful content for partnerships and fundraising), HR (to optimize partnerships and fundraising talent in the office), Operations (operational support for partnerships and fundraising) and Programmes (strong articulation of programmes for donors and partners, and compelling reporting).
- Assesses and mitigates risk related to public and private sector work, making informed decisions on partnerships and fundraising operations.
- Ensures effective sharing of partnerships and fundraising learning and materials internationally, through conferences, workshops and online channels.
- Establishing and managing strategic and meaningful partnerships.

- Provides leadership and strategic directions on identifying strategic partnerships to invest in and modalities for partnerships to be pursued across a wide range of fundraising, innovation, advocacy, CSR, and leveraging voices and support for children.
- Takes an active role in negotiating relationships with key public and private sector partners including influencers and business. Assures effective concepts for engagement with partners are developed with programme and communications teams.
- Represents UNICEF in meetings with key partners to advocate and promote UNICEF programme goals and objectives; portrays a strong UNICEF brand through effectively communicating the UNICEF stories and messages.
- Facilitates the office in leveraging the non-financial aspects of key public and private sector partners.

### **Impact of Results**

1. The Partnerships and Resource Mobilization Strategy developed for the area office is aligned with UNICEF's global Resource Mobilization and Private Sector Plan and is translated into concrete plans and measurable goals.
2. Goals set out in the area offices Partnerships and Resource Mobilization Strategy are achieved, which will help enable UNICEF to achieve programme goals at national and global levels.
3. The partnerships and fundraising team are motivated, performing at its best and achieving results.
4. Decisions are made effectively on partnerships and fundraising strategies. Plans are implemented, managed, monitored and evaluated efficiently and effectively in order to maximize results for children.
5. Partnerships and fundraising roles and responsibilities in the area office are clear for all staff to contribute and ensures the entire country office collaborates to achieve Partnerships and Resource Mobilization Strategy goals.

### **Profile**

#### ***Experience***

- A minimum of ten years of professional experience in partnerships and fundraising is required, with progressively increasing responsibilities, including direct responsibility for setting and meeting income targets.
- Experience in, and knowledge of, the Gulf Area context is an asset.
- Relevant partnership and marketing experience will be considered as contributing to this work experience.
- International fundraising experience is an asset.
- Previous managerial experience is essential.

#### ***Education***

- An advanced university degree (Master's degree or equivalent) in one of the following fields is required: Business Administration, Marketing, Communications, Fundraising, Management or another relevant technical field.
- Alternatively, a first level university degree (Bachelor's degree or equivalent) in combination with qualifying experience may be accepted in lieu of the advanced university degree.

#### ***Languages***

- Fluency in English is required. Knowledge of Arabic is an asset, as is knowledge of another UN language

**Technical competencies required for this post are:****Core Values**

- Commitment
- Diversity and inclusion
- Integrity

**Core competencies:**

- Communication (Level III)
- Drive for Results (Level III)
- Working with People (Level III)

**Functional Competencies:**

- Leading and Supervising (III)
- Entrepreneurial Thinking (Level III)
- Analysing (Level III)
- Persuading and Influencing (Level III)
- Relating and networking (Level III)
- Formulating Strategies and Concepts (III)

To view our competency framework please click [here](#)

**Additional Comments**

This is a P5 post on the UN Salary scales. To find out more about what this means, please visit the UN site on Salaries and Post Adjustment: [www.un.org/Depts/OHRM/salaries\\_allowances](http://www.un.org/Depts/OHRM/salaries_allowances)

UNICEF is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons living with disabilities, to apply to become a part of the organization.

UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will, therefore, undergo rigorous reference and background checks, and will be expected to adhere to these standards and principles.

Mobility is a condition of international professional employment with UNICEF and an underlying premise of the international civil service.

**To apply for the post**

Please send 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 **Karem Armstrong** at [karem@darylupsall.com](mailto:karem@darylupsall.com).

Please ensure that they are sent as Word documents with the titles “*your name* cover letter” and “*your name* CV” Please put “*UNICEF Chief Partnerships and Fundraising (P5)*” in the email subject line. Also please let us know where you saw the post advertised.

**The deadline for applications is Sunday 22<sup>nd</sup> September 2019 18.00 GMT**

**PLEASE NOTE: There will be a two-stage application process which means that candidates that fully meet the criteria above will be subsequently asked to complete a further online process within the UNICEF recruitment system**