

## Job announcement

### Fundraising Manager – Qatar (P4)

<b>Location:</b>	Doha, Qatar
<b>Reporting to:</b>	Chief of Partnerships and Fundraising (P5)
<b>Annual salary:</b>	This is a P4 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 Fundraising Manager post is part of the Partnerships and Fundraising unit of the Gulf Area Office. The primary focus of this unit is to maximize public and private revenue in the Kingdom of Saudi Arabia, Bahrain, Kuwait, the United Arab Emirates and Qatar. The position is based in Doha, Qatar, and will be reporting to the Chief of Partnerships and Fundraising post based in Dubai. The position oversees UNICEF's Partnerships and Resource Mobilization operations with public and private sectors in Qatar.

The position is accountable for and responsible for leading all UNICEF partnerships and fundraising operations from the public and private sectors in Qatar.

Under the general guidance of the Chief of Partnerships and Fundraising, the position will be responsible for the overall coordination, planning, development and realization of UNICEF public and private sectors partnerships resource mobilization plan for Qatar, in line with UNICEF's global Resource Mobilization Strategy, UNICEF global Private Sector Plan and Gulf Area Office Partnerships and Resource Mobilization Strategy. The incumbent will oversee and coordinate various public and private sector fundraising channels and activities, ensure engaged and long-term partnerships, and drive public and private sector revenue growth in Qatar as well as for UNICEF globally.

**Summary of key functions/accountabilities:**

- Developing UNICEF Partnerships and Resource Mobilization Plan for Qatar and ensuring achievement of goals.
- In close consultation with the Area Management Team, Chief of Partnerships and Fundraising, Private Fundraising and Partnerships (PFP) and Public Partnerships Division (PPD), and informed by clear analysis of the external environment, develops a comprehensive Partnerships and Resource Mobilization Plan targeting public and private sector audiences with strongest potential, including government and bilateral donors, individual supporters, key influencers (major donors and foundations) and/or 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.
- Stays abreast of key developments in the external environment as they affect fundraising, and continuously seeks new growth opportunities, and interprets and acts upon these with the team. Likewise remains up to date with cutting edge developments globally in fundraising practice 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.
- Develops a coherent annual workplan and budget covering each component of the plan, including, partnership prospect pipeline, investment cases, cultivation and solicitation, and partnership 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 the Partnerships and Resource Mobilization Plan goals from other teams within the country office through building effective collaborative relationships accordingly - notably with Communications (to drive a strong brand and assure powerful content for fundraising), HR (to optimize fundraising talent in the office), Operations (operational support for fundraising) and Programmes (strong articulation of programmes for donors and partners, and compelling reporting).
- Assesses and mitigates risk related to the private and public sectors partnerships and fundraising 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 meaningful partnerships.
- Takes an active role in identifying, approaching and 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 public and private sectors partners in Qatar 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 sectors partners.

## **Impact of Results**

1. The Partnerships and Resource Mobilization Plan developed for Qatar is aligned with UNICEF's global Resource Mobilization Strategy, UNICEF global Private Sector Plan, Gulf Area Office Partnerships and Resource Mobilization Strategy, and is translated into concrete action plans and measurable goals.
2. Goals set out in UNICEF Partnerships and Resource Mobilization Plan for Qatar are achieved, which will help enable UNICEF to achieve programme goals at national and global levels.
3. Decisions are made effectively on fundraising and partnership strategies. Plans are implemented, managed, monitored and evaluated efficiently and effectively in order to maximize results.
4. Partnerships and Fundraising roles and responsibilities in Qatar office are clear for all staff to contribute and ensures the entire Kuwait office collaborates to achieve Partnerships and Fundraising Plan goals.

## **Profile**

### ***Experience***

- A minimum of eight years of professional experience in private sector 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 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 II)

#### **Functional Competencies:**

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

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

### **Additional Comments**

This is a P4 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 go to: <https://www.unicef.org/about/employ/?job=525437> and follow the application instructions.

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