JOB POSTING (CONSULTANCY)

Title: Resource Mobilization and Partnership Consultant

Location: Geneva, Switzerland

Type: Consultancy

Area of Specialization: Resource mobilization, partnerships, communications

Application deadline: 8 September 2023 (midnight CEST)

Overview:

Five billion people in the world today lack access to safe, timely, and affordable surgical care. Surgically avertable deaths, including those from cancer, maternal complication, and traumatic injury, cause more death and disability than HIV, malaria, and TB combined, making it a neglected global epidemic, according to the World Health Organisation. Poor access to surgical care will cost low- and middle-income countries an estimated US$12.3 trillion by 2030 if no action is taken now. Strong surgical care systems form the backbone of healthcare systems and are fundamental to achieving Universal Health Coverage and the Sustainable Development Goals. Investing in surgical care services is affordable, saves lives, and promotes economic growth.

With this in mind, the Global Surgery Foundation (GSF), an alliance of key global health leaders, including the United Nations Institute for Training and Research (UNITAR), Harvard Medical School, and Smile Train, was launched in 2020 at the World Economic Forum Annual Meeting. The GSF is an international Swiss foundation headquartered in Geneva, Switzerland.

The GSF’s mission is to save lives by scaling up access to safe and affordable surgical care, especially in low- and middle-income countries.

General Objectives of the Consultancy:

Working with the GSF Executive Director and leadership team, the Consultant will be responsible for developing and implementing strategies to mobilize financial resources for the GSF from various sources, including institutional donors, private foundations, governments, corporations, and individual donors. The consultant will work closely with the organization's leadership team, program managers, and external partners to identify funding opportunities and build strong relationships to support sustainable financial growth and effective implementation of the GSF projects.

The Consultant is expected to demonstrate excellent personal, professional, and relationship skills.
Deliverables:

1. Resource Mobilization Strategy:
   a. Develop and execute a comprehensive resource mobilization strategy aligned with the organization's vision, mission, goals and objectives.
   b. Identify and map potential funding sources with contacts and diversify the funding base to ensure financial sustainability for the GSF.
   c. Review and adapt the strategy when needed to meet the donor trends, priorities and requirements of funding institutions.
   d. Develop donor profiles and solicitation strategies and maintain relations with donors to ensure continued funding and recommend innovative funding opportunities.

2. Donor relationships:
   a. Develop and nurture strong relationships with new potential donors and partners.
   b. Engage with donors to explore potential project alignments and assist in the guidance of the co-creation of projects.
   c. Represent the GSF at meetings, conferences and donor events to promote the GSF work and funding needs.

3. Proposal Development and Grant Management:
   a. Support the project / programme teams in the development of concept notes, proposals and grant applications in collaboration with relevant stakeholders.
   b. Oversee and guide the funding application process for GSF.
   c. Oversee and guide the grant timelines, including reporting, compliance and donor communication.

Results Expected from the incumbent:

- Successful acquisition of additional funding for GSF programming.
- Further expansion of the present GSF resource mobilization strategy.
- An expanded cohort of funding partners brought into relationship with the GSF.

Key Performance Indicators:

Primary KPIs

- Fundraising target achievement: successful start of negotiations towards establishing financial agreement with one or more newly identified funding entities with significant funds being contributed to the GSF programming and / or the SURGfund.

- Partnership development: partner relationships developed with new potential funding entities with initial negotiations being well established.

- Proposal submission volume: number of grant proposals and partnership pitches submitted.

- Pipeline development: number of opportunities in the pipeline and their potential value.
Secondary KPIs

- Task completion and timeliness: deadlines are met, and fundraising activities progress smoothly.
- Effective internal communication and sharing of information in the team.
- Interaction with stakeholders, both internal and external, maintaining a positive and professional relationships.
- Initiative and proactivity: needs are anticipated, and proactive measures are taken.
- Problem-solving: challenges and problems are solved effectively, demonstrating resourcefulness and critical thinking.
- Networking: quality of connections made and potential partnerships initiated.
- Innovation and strategy: contribution to developing innovative resource mobilization strategies and approaches that align with GSF strategies and donor landscapes.

Qualifications:

Education:

Master’s degree in Business, Public Administration, Economics, International Relations, Non-profit Management, Political or Social Sciences, etc.

Experience:

- At least five (5) years of experience in a similar role, with international NGOs, UN agencies, and/or other donor or international organizations.
- Proven experience in resource mobilization, fundraising, grant-writing, preferably in the public health and/or humanitarian sector.
- Demonstrated success in securing funding from diverse sources including institutional donors, governments, philanthropic entities, private industry, and individual donors.
- Familiarity with the global health landscape and key stakeholders involved in funding initiatives.
- Excellent written and verbal communication skills, with the ability to create compelling narratives and communicate in various cultural contexts and approaches with different donors.
- Ability to work independently, manage multiple priorities and meet deadlines in a fast-paced environment.
- Exceptional interpersonal skills to build relationships and negotiate effectively with donors and partners.
- Demonstrated collaborative approach with team members.
- Passion for the GSF’s mission and commitment to making a positive impact.
Languages:

Fluency in English is required and fluency in French highly desirable. Knowledge of other languages is an advantage.

Competencies:

- **Professionalism:** Knowledge of the substantive field of work in general and of specific areas being supervised. Ability to oversee and produce reports and papers on technical issues and to review and edit the work of others; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; remains calm in stressful situations.

- **Communications:** Speaks and writes clearly and effectively; listens to others, correctly interprets messages from others and responds appropriately; asks questions to clarify and exhibits interest in having two-way communication; tailors language, tone, style and format to match audience; demonstrates openness in sharing information and keeping people informed.

- **Teamwork:** Works collaboratively with colleagues to achieve organizational goals; solicits input by genuinely valuing others’ ideas and expertise; is willing to learn from others; places team agenda before personal agenda; supports and acts in accordance with final group decision, even when such decisions may not entirely reflect own position; shares credit for team accomplishments and accepts joint responsibility for team shortcomings.

- **Planning & organizing:** develops clear goals that are consistent with agreed strategies; identifies priority activities and assignments; adjusts priorities as required; allocates appropriate amount of time and resources for completing work, foresees risks and allows for contingencies when planning; monitors and adjusts plans and actions as necessary; uses time efficiently.

- **Accountability:** Takes ownership of all responsibilities and honors commitments; delivers outputs for which one has responsibility within prescribed time, cost and quality standards; operates in compliance with organizational regulations and rules; supports subordinates, provides oversight and takes responsibility for delegated assignments; takes personal responsibility for his own shortcoming and those of the work unit, where applicable.

- **Creativity:** Actively seeks to improve programmes or services; identifies stakeholder needs and matches them to appropriate solutions; monitors ongoing developments inside and outside the stakeholder’s environment to keep informed and anticipate problems; keeps all stakeholders informed of progress or setbacks in projects.

- **Commitment to Continuous Learning:** Keeps abreast of new developments in own occupation/profession; actively seeks to develop oneself professionally and personally; contributes to the learning of colleagues and subordinates; shows willingness to learn from others; seeks feedback to learn and improve.

- **Technological Awareness:** Keeps abreast of available technology; understands applicability and limitation of technology to the work of the office; actively seeks to apply technology to appropriate tasks; shows willingness to learn new technology.
How to apply:

Please contact Sebastian Hofbauer at s.hofbauer@globalsurgeryfoundation.org and include:

1. Your CV.
2. A cover letter with examples of successful fundraising and partnership initiatives you have led.
3. Confirmation of your eligibility to work in Switzerland
4. Email addresses & phone numbers of three references

Please use the following email subject: [your name] - GSFC.2023.JP.004.RMPConsultant.

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Candidates who pass the initial screening may be invited to complete a graded assessment in addition to a first interview.