1 MISSION OF THE DEPARTMENT

WWF’s strategy harnesses the strengths of the WWF network in a shared vision, focusing on six primary goals - water, wildlife, the ocean, climate and energy, forests, and food – and three key drivers of environmental problems – markets, finance, and governance. Our vision is to protect and restore nature to benefit people and the planet in support of sustainable development goals. In support of this strategy, WWF International is designed to unite WWF offices and its nearly 6,400 staff worldwide. This enables WWF to build strong partnerships across the world with governments, donors, businesses, civil society and individuals. Together, we deliver on WWF’s ambitious goals.

To enable WWF to achieve its ambitious goals, adequate financial resources are imperative, and as such, it continues to invest in increased capacity for resource mobilisation. To this end, WWF International is seeking to recruit a Manager, Resource Mobilisation for its Congo Basin regional office, which oversees the Country Offices that WWF International manages in the region – Democratic Republic of Congo, Cameroon, Central African Republic, Gabon, and the Republic of Congo.
2 MAJOR FUNCTIONS


- Support WWF Country Offices in increasing and diversifying their income sources (bilateral and multilateral public sector partners, major gift donors, foundations, and corporates) by providing strategic and practical fundraising support aligned with Regional and Country strategies.
- Building and strengthening the network of fundraising managers in Central and West Africa offices to promote information sharing, learning, and sharing and jointly working on resource mobilisation opportunities.
- Build networks and strategic partnerships with the donor community in and outside the region, including and not limited to the German Development Cooperation, USAID, UKAid, the European Union and the Swedish International Development Cooperation (SIDA)
- In collaboration with the Director, Program Quality and Resource Mobilisation and the Regional Director for the Congo Basin, provide strategic direction for fundraising by developing a focused and aligned regional strategy and business plan based on relevant market understanding and Regional and Country Office needs analysis.
- Strengthen collaboration with WWF network offices and WWF International to leverage funding for program support in the respective country offices.

3 MAJOR DUTIES AND RESPONSIBILITIES

- Work with the WWF Network Donor Offices to conduct/update market scans for regional and national funding opportunities.
• Collect, collate, and communicate the latest information on resource mobilisation opportunities to Country Offices and Regional Programme teams to help identify strategic opportunities.
• Provide practical guidance and support to country offices and regional programmes in designing concepts and proposals.
• Lead or support the development of proposals in alignment with required donor formats and standards and provide proposal writing capacity for countries as and when needed.
• Support, advise and build capacity in Country Offices on developing and managing Public Sector Partnerships and Corporate Partnerships communities of practice in Africa.
• Proactively engage with key donors in developing strategies and programmes for the Congo Basin region related to WWF’s areas of interest.
• Work with the Regional Management Team and Country Teams to develop an integrated strategy that maps out fundraising opportunities and identifies themes attractive to donors towards raising the required resources for implementing the Regional and Country Strategies.
• Support Country Office teams to pursue non-traditional funding sources, identifying emerging or untapped high-potential donors and new emerging models.
• Per WWF International Fundraising and Public Sector Partnership processes and the Regional and National Strategic Cycles, advise the Regional Director in setting annual grant income projections for the region.

4 PROFILE

Required Qualifications.

• Degree in Environmental/Conservation, Environmental Economics, Sustainable Development, International Development Studies, or related field of work
• At least five years of experience in designing, developing and fundraising for transformational projects with INGOs.
● Proven track record of managing internal and external multi-stakeholder processes, including demonstrated experience in donor relations, communications, project planning, project cycle and portfolio management, and donor reporting.

Required Skills and Competencies.

● Ability to translate donor language related to guidelines and requirements to ensure that concept notes/proposals comply with donor requirements.
● Knowledge of policies, priorities, strategies and regulations of donors
● Strong interest in promoting WWF shared values, a strong interest in conservation, and a strong understanding of African trends in conservation and development.
● Good facilitation and influencing skills and the ability to support and train staff and partners.
● Strong diplomatic and communication skills with the ability to engage relevant stakeholders
● Strong cross-cultural negotiation, partnering, networking and representational skills.
● Fluency in both spoken and written French and English languages
● Ability to travel within the Congo Basin Region regularly.
● Embraces the WWF mission and values of the organisation: Courage, Integrity, Respect & Collaboration.

5 WORKING RELATIONSHIPS

Internal.

Reports to the Director, Programme Quality and interacts extensively with the Regional Director, Congo Basin, Regional Office for Congo Basin team, Practice teams, his/her counterpart in East and Southern Africa region, Global Fundraising team, Country Offices, Regional initiatives, and other departments at WWF International.
External.

Bilateral and multilateral public sector partners, donors, foundations, corporates other NGOs; conservation and development partners.

This job description covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff. Other tasks may be assigned as necessary according to organisational needs.