Resource Mobilisation and Quality Assurance Consultant

Terms of Reference

Background
WWF’s strategy harnesses the strengths of the WWF network in a shared vision, focusing on six major 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 for the benefit of people and the planet in support of the sustainable development goals. In support of this strategy WWF International is designed to unite WWF offices and it’s nearly 6,400 staff around the world. This enables WWF to build strong partnerships across the world with government, business, civil society and individuals. Together, we will deliver on WWF’s ambitious goals.

WWF Africa is a Regional Office that oversees the Country Offices that are managed by WWF International in the region – Cameroon, Central African Republic, Democratic Republic of Congo, Gabon, Madagascar, Mozambique, Tanzania, Uganda, Zambia and Zimbabwe.

Objectives
The Resource Mobilisation and Quality Assurance Consultant will provide strategic direction for resource mobilization by developing a focused and aligned regional strategy and business plan, based on relevant market understanding and analysis of regional and country office needs; In conjunction with the Conservation Impact Director, Regional Director, Regional Program Development Specialist and Country Directors deliver on a number of concrete large/multi-country Public Sector Partnerships funding proposals for priority programmes; and in conjunction with the Conservation Impact Director and Regional Director, build a systematic approach towards ensuring the effective implementation of WWF’s Quality Assurance (QA) and Environmental and Social Safeguards Framework (ESSF), working closely with the WWF International Quality Assurance Team.

Contract Duration: 1 year, from June 2020.

Specific Tasks
1. Analysis of fundraising opportunities (PSP, private, foundations) and development of a comprehensive fundraising strategy that responds to the new Africa Conservation Framework:
   • Collects, collates and communicates the latest information on resource mobilization from WWF Network Donor Offices, Practices and other sources to help identify strategic opportunities with multilateral and bilateral public sector institutions, foundations, major donors, corporate sector as well as other non-traditional sources.
   • Work with Network Offices to conduct/update market scans for regional opportunities and guide similar market scans at the country level.
Based on the above, develop an integrated resource mobilization strategy towards raising the required resources for implementation of the regional and country Strategies, in line with the WWF Africa Conservation Framework.

Advise Country Offices on fundraising opportunities including regional and country level donor mapping, strategic direction and areas of alignment within the region.

Maintain and strengthen donor relationships at regional level, developing engagement strategies complementary to regional and country strategies for each donor or group of donors, using previous success and best practices in delivering conservation impact.

Provide strategic direction for Regional and Country Office teams to pursue non-traditional funding sources, identifying emerging or untapped high potential donors and new emerging models.

2. Establish systems and support QA processes for major regional and national level concepts and proposals:
   • Establish a system for pipeline management, risk assessments and go/no-go decisions for potential opportunities, in line with WWF’s QA and Environmental and Social Safeguards Framework and working closely with the WWF International QA Team.
   • Support relevant QA processes related to high risk project concepts and proposals, in line with WWF’s Environmental and Social Safeguards Framework and working closely with the WWF International Quality Assurance Team.

3. Support the development of concrete large-scale fundraising concepts and proposals:
   • Coordinate the process of preparing at least five large scale funding proposals, including grants, projects and corporate partnerships, in close collaboration with relevant Network Public Sector Partnership focal points and corporate relationship managers.
   • Undertake review and ensure high quality and alignment of large scale funding proposals with required donor formats and standards, and provide surge capacity for countries as and when it is needed and possible.

4. Strengthening of Public Sector Partnerships and Corporate Partnerships communities of practice:
   • Support, advise and build capacity in Country Offices on the development and management of the Public Sector Partnerships and Corporate Partnerships communities of practice in Africa including identification of best practice, capacity gaps, and training needs, utilizing WWF International Organisational Development and other support structures.
   • Represent WWF Regional Office for Africa in meetings with partners and in Public Sector Partnership and Corporate Partnerships related forums.

Required Qualifications, Skills and Competencies

• Post-graduate degree in a Development/Environmental/Conservation related Field.
• Further qualification in relevant disciplines e.g. Environmental Economics, Project Management, Journalism, International Development Studies, would be an added advantage.
• Proven conservation and development experience and knowledge.
• At least 15 years of experience, of which at least 10 have been in designing, developing and fundraising for large-scale transboundary and transformational projects with INGOs.
- Demonstrated track record of successful grant acquisition from government and multilateral donors including proposal writing, project implementation and a demonstrated ability to prepare and edit high quality reports for major donors.
- 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, donor reporting.
- Ability to ‘translate’ donor language related to guidelines and requirements to ensure that concept notes/proposals are compliant with donor requirements.
- Knowledge of policies, priorities, strategies and regulations of donors.
- Strong financial and project management skills, with the ability to not only collate and report on program and financial data but to identify potential risks and opportunities for improvement.
- Good strategic visioning, critical and strategic thinking, and the ability to develop innovative and strategic partnerships with a results focus.
- Strong interest in promoting WWF shared values and has a strong interest in conservation and strong understanding of African trends in conservation and development.
- Good facilitation and influencing skills, and the ability to provide support and training to staff and partners.
- Strong diplomatic and communication skills with the ability to engage at a strategic level with bilateral and multilateral donors, international organizations, host government ministries and partner NGOs.
- Fluency in both spoken and written English; working knowledge of written and verbal French and/or Portuguese will be an added advantage.
- Ability to travel internationally on a regular basis.
- Demonstrates WWF behaviours in ways of working: strive for impact, listen deeply, collaborate openly and innovate fearlessly.

**Deliverables**

<table>
<thead>
<tr>
<th>Deliverables</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Analysis of fundraising opportunities and strategies</td>
<td>31 October 2020</td>
</tr>
<tr>
<td>Functional QA pipeline management system</td>
<td>31 October 2020</td>
</tr>
<tr>
<td>Draft fundraising strategy</td>
<td>30 November 2020</td>
</tr>
<tr>
<td>Final fundraising strategy</td>
<td>31 January 2021</td>
</tr>
<tr>
<td>Active fundraising community of practice</td>
<td>31 March 2020</td>
</tr>
<tr>
<td>At least five large-scale proposals in process or secured</td>
<td>30 June 2021</td>
</tr>
</tbody>
</table>