

## **VACANCY**

### **Pacific Development and Resource Mobilization Manager**

#### **WWF Pacific**

##### **About WWF**

The World Wide Fund for Nature (WWF), one of the largest and most highly regarded conservation organizations in the world, aims to stop the degradation of the natural environment and build a future in which humans live in harmony with nature.

##### **The Role**

Reporting to the Pacific Conservation Director, the Pacific Development and Resource Mobilization Manager leads and co-ordinates programme development, including fundraising, proposal development, quality assurance processes, co-ordinating and supporting donor relations. In addition, builds and maintains effective Public Sector, Corporate and other donor partnerships. This is to ensure that programme development is in line and supportive of the WWF Pacific five-year strategic plan and the related Monitoring, Evaluation and Learning (MEL) system across the WWF Fiji, Solomon Islands and Papua New Guinea offices.

The position location – Fiji, Solomon Is or Papua New Guinea. Possibility of being remote/hosted by another WWF office.

##### **Required Qualifications and Experience:**

- Master's degree in business management, conservation, development studies, political science or in relevant fields.
- At least 5 years of practical experience as a partnership or fundraising coordinator for a programme or project, 2 years of which should ideally be in the Pacific Region.
- Experience in developing and writing project proposals to a broad portfolio of philanthropic actors, including but not limited to public sector, foundations, corporate sponsors (such as USAID, GEF, DFAT, MFAT etc.).
- Successful fundraising experience with large-scale, multi country proposals (\$2-3 Million USD at least).
- Successful record of accomplishment of cultivating funding partnerships across sectors.
- Experience of coordinating and negotiating with Government and donors at all levels.
- Excellent understanding of development partnerships, fund-raising, donor strategies, functions and international relations.
- Good understanding of conservation, development and political interests in WWF Pacific countries
- Experience and familiarity with M&E approaches.
- Ability to work remotely with a geographically dispersed team across multiple countries.
- Familiar with conservation and natural resource management issues and with those in the Pacific Region is an advantage.
- Familiarity with WWF donor offices is an advantage.

##### **Required Skills and Competencies:**

- Exceptional written capability including the preparation of complex funding concepts and drafting of documentation to the highest standards of presentation, accuracy and clarity.
- Able to summarise and simplify complex information, especially relevant to funding opportunities.

- Technical fundraising expertise including problem identification and analysis, logical frameworks and proposal budgeting.
- Excellent coordination and team facilitation.
- Proposal development skills.
- Donor engagement and partnership management.
- Strong research skills.
- Excellent strategic thinking.
- Excellent presentation, communications, public speaking and negotiation skills.
- Networking and interpersonal skills.
- Fluency in written and spoken English, knowledge of another Asian/Pacific language is desirable.
- Clearly demonstrate behaviors aligned to the culture of WWF: Strive for Impact, Listen Deeply, Collaborate Openly and Innovate Fearlessly.
- Identify and align with the core values of the WWF organization: Courage, Integrity, Respect & Collaboration.

#### **Compensation & Benefits:**

An attractive package will be offered to the successful candidate based on appropriate qualifications, experience and skills.

Various other benefits include medical insurance, life insurance, annual leave, sick leave, other leave provisions and superannuation.

#### **Contract Duration:**

Contract duration is for 2 years' renewable upon positive annual performance review and funding availability.

#### **Job Description**

For more information on the role, the job description can be downloaded from our website: [www.wwfpacific.org](http://www.wwfpacific.org)

**How to Apply?** Interested applicants are encouraged to send an application in PDF format, including a complete CV with full contact details of three professional referees. Please also indicate in your application how you found out about this advert. Applications addressed to the Pacific Head of People & Culture, should be sent via email with the subject **"WWF Vacancy: Pacific Development and Resource Mobilization Manager"** to [ppo.hr\\_recruit@wwfpacific.org](mailto:ppo.hr_recruit@wwfpacific.org) by close of business, **Friday, 26th January 2024**.

WWF is an equal opportunity employer. Eligible women candidates are encouraged to apply. Only short-listed candidates will be called for interviews.