

Job Description

Position : **Partnerships and Fundraising Officer**

Reports to : Project Manager

Location : Kampala, Uganda

Role definition: To develop and maintain strong and effective partnerships with the private sector, and resource mobilization strategies in line with the “Sustainable Financing of the Rwenzori Mountains National Park (SFRMNP) project and organizational objectives.

I. Duties and Responsibilities

1. Develop and implement a fundraising strategy and plan for sustainable financing of RMNP and WWF-UCO in line with the project and organization objectives.
2. Develop and maintain relations with potential donors including local funding agencies, the private sector, and international donors in line with donor requirements and WWF’s Conservation Strategy and funding policies.
3. Develop periodic operational work plans and budgets for fundraising and partnership interventions in line with the program guidelines.
4. Provide technical support to WWF partners in development of a national framework on payment for ecosystem services (PES) in line with WWF and project guidelines.
5. Initiate, prepare and monitor the implementation of bilateral contracts in the pilot PES scheme with the private sector in line with WWF and project guidelines.
6. Provide technical support to WWF partners in development of awareness and advocacy materials for ecosystem services of RMNP and private sector companies in line with WWF and project guidelines.
7. Prepare and coordinate meetings, workshops between private sector companies, National Environmental Management Authority (NEMA) and relevant stakeholders in line with project requirements.
8. Provide technical support and coordinate capacity building of stakeholders and RMNP staff on fund-raising and sponsorship in line with WWF and donor guidelines.

9. Monitor the engagement of the private sector and relevant partners in the conservation of Rwenzori ecosystem services, coordinate feedback mechanisms and periodically advise management in line with WWF and project guidelines.
10. Prepare and submit monthly project reports to key stakeholders in line with WWF and project guidelines.

II. Profile

Required Qualifications

- Postgraduate degree in Project Planning and Management/Business Management/International development.
- A Bachelor's (honors) Degree in Development Studies, Social Sciences, Natural Resources Management.
- At least 4 years of professional experience in resources mobilization and in inter-institutional relationship management; especially working with the private sector, at local, national and international levels; experience in negotiating and drafting partnership agreements (knowledge in business law would be appreciated);
- Knowledge and experience of environment and development issues;
- Basic knowledge on Corporate Social Responsibility,

Required Skills and Competencies

- Excellent understanding of development partnerships, fund-raising, donor strategies, functions and international relations;
- Excellent oral and written communication skills;
- Excellent inter-personal skills, and ability to maintain strong relationships, mediate on issues, chair meetings and resolve conflicts;
- Strong cross-cultural and negotiation skills and versatility to deal with different types of partnerships;
- Personal integrity with an honest and open style approach to work;
- Persuasive & Convincing, with the ability to engage partners at all levels

III. Working Relationships

Internal: Interacts with the SFRMNP project staff, WWF Uganda Country Office staff

External:

- Interacts mainly with the private sector; national governmental institutions and other relevant stakeholders

This job description covers the main tasks and conveys the spirit of the sort of tasks that are anticipated proactively from staff.