

**JOB ANNOUNCEMENT**

Publication/Transmission Date	: 23 June 2021
Deadline for Application	: 06 July 2021
Job Title	: Resource Mobilization Consultant for Project
Type of Appointment	: Non-staff Personnel
Type of Requisition	: Consultant by Personal Services Agreement
Duration of Appointment	: 50 working days during six (6) months after appointment with a possibility of extension
Gross Remuneration	: USD 30,000 including taxes applicable under the laws and regulations of the Republic of Korea.
Duty Station	: Home-Based (Preferably working in the Republic of Korea)
Expected Date for Entry on Duty	: At the earliest possible date after mutual consultation

---

**Background and Objectives of the Consultancy**

Asian Forest Cooperation Organization (AFoCO) is an inter-governmental organization currently embracing fifteen (15) countries in Asia. AFoCO aims to strengthen regional cooperation by transforming proven technology and policies into concrete actions in the context of sustainable forest management to address the impact of climate change.

As tasked by the 4th Session of the Assembly, the AFoCO Secretariat has been developing and enhancing the AFoCO Resource Mobilization (RM) strategy, and there is a need to facilitate the development and implementation of the AFoCO RM Strategy in line with the perceived key programs under each priority area of the AFoCO Strategic Plan. In this regard, it is necessary to explore practical and efficient approaches with focus on funding windows e.g. bilateral, multilateral, private sector (philanthropists and companies), and other emerging innovative opportunities guided by relevant internal and external RM related competencies. The main objectives of the position of the Resource Mobilization Consultant for Project are as follows: a) To determine challenges and opportunities confronting AFoCO RM and project management capabilities; b) To identify potential donors to support the implementation of AFoCO priority areas, to include, among others bilateral, multilateral funding, private sector, and emerging innovative opportunities; c) To develop current and potential donor profiles for AFoCO projects including the priorities, programmatic focus, geographical presence, and funding procedures; d) To develop short-, mid- and long-term strategies, mechanisms and recommendations for engaging and maintaining strategic partnership with current and potential donors, and; e) To facilitate initial engagement with a number (to be determined during inception meeting) of potential funding opportunities/donors within the duration of the consultancy period, including submission of concept note/proposal.



## Duties and Responsibilities

The Consultant will carry out the following activities in consultation with the Secretariat to achieve the objectives of the assignment. The tasks required herein will be executed with participation of concerned officers and staff of the Secretariat, to wit:

Indicative Due Dates (Duration)	Duties and Outputs
5 <sup>th</sup> Week of July (7 days)	<p><b>Task 1</b></p> <ul style="list-style-type: none"> <li>- Stocktaking and gap analysis of current AFoCO RM and project management activities/capabilities</li> <li>- Analysis of the current climate change and forestry related funding trends and opportunities relevant to AFoCO program/project and strategic priorities</li> </ul> <p><b>Outputs</b></p> <ul style="list-style-type: none"> <li>- Stocktaking and gap analysis report</li> <li>- Longlist and short-list (based on consultation with the Secretariat) of funding opportunities</li> </ul>
4 <sup>th</sup> week of August (13 days)	<p><b>Task 2</b></p> <ul style="list-style-type: none"> <li>- Profiling of short-listed donors summarizing their priorities, programmatic focus, geographical presence, and funding procedures</li> <li>- Development of short-, mid- and long-term RM strategies and recommendations for engaging with current and potential donors</li> </ul> <p><b>Outputs</b></p> <ul style="list-style-type: none"> <li>- Donors' profile and corresponding RM strategies/recommendations</li> </ul>
4 <sup>th</sup> week of September (20 days)	<p><b>Task 3</b></p> <ul style="list-style-type: none"> <li>- Work/Action plan in approaching donors</li> <li>- Preparation and packaging of RM documents (project ideas/concepts including mechanisms for donors' engagements, among others) based on the outputs under Task 2</li> <li>- Initiate, conduct meetings with potential donors</li> </ul> <p><b>Outputs</b></p> <ul style="list-style-type: none"> <li>- Work/Action Plan</li> <li>- Packaged RM documents</li> </ul>
2 <sup>nd</sup> week of November (5 days)	<p><b>Task 4</b></p> <ul style="list-style-type: none"> <li>- Develop, package and submit at least two (2) concept notes/proposals to potential donors</li> </ul> <p><b>Outputs</b></p> <ul style="list-style-type: none"> <li>- Two (2) concept notes/proposals submitted to potential donors</li> </ul>
During the contract until last week of December (5 days)	<p><b>Task 5</b></p> <ul style="list-style-type: none"> <li>- Presentation of outputs and plans relative to Tasks 1-4 in relevant AFoCO Meetings</li> </ul> <p><b>Outputs</b></p> <ul style="list-style-type: none"> <li>- Presentation documents and attendance to meetings</li> </ul>
<b>Total 50 days</b>	



## Requirements

### 1. Education

- Advanced university degree (Master's degree or equivalent) preferably in development studies, economics, marketing or a related field is required.

### 2. Work Experience

- The Consultant shall have at least 7 years and above of professional experience in the field of (a) resource mobilization in major bilateral/multilateral/private sector and/or development of fundraising proposals; (b) demonstrated results in strategic fundraising and partnership developments; and (c) experience in joint program with the UN and/or targeting major climate change related funding.

### 3. Languages

- Fluency in oral and written English is required.

## Assessment Method

Evaluation of qualified candidates includes preliminary review of curriculum vitae which may be followed by competency-based oral interview in English.

Only shortlisted candidates will be notified on the result of the preliminary evaluation and subsequent schedule of the oral interview before 09 July 2021 by email. If any changes occur, all the applicants will be informed beforehand by email.

## How to Apply

Candidates whose qualifications and experience match the requirements for this position may submit their curriculum vitae via email on [baekikang@afocosec.org](mailto:baekikang@afocosec.org) no later than **17:00 in Korean Time (GMT+9) on 06 July 2021**.

## Inquiries

If you have any other inquiries, please contact by email: [baekikang@afocosec.org](mailto:baekikang@afocosec.org)

-----

