Background

About WGH and context: Women in Global Health (WGH) is a global movement with the largest network of women and allies working to challenge power and privilege for gender equity in health. As a US 501(c)(3) started in 2015, WGH has grown to include over 50,000 supporters in 90 countries and has 25 official chapters, with a strong presence in low- and middle-income countries. The global team and its network of chapters drive change by mobilizing a diverse group of emerging women health leaders, by advocating existing global health leaders to commit to transforming their own institutions, and by holding these leaders accountable.

WGH works in partnership with global health and gender equality agencies and organizations such as the World Health Organization, Gavi, Global Fund, and UN Women, and has been featured in CNN, NPR, EuroNews, the Lancet, and Devex for its work and maintains a robust presence via in-person and virtual events at major global health and international development forums, such as the World Health Assembly, High-Level Political Forum, and UN General Assembly. WGH is unique in its approach, connecting global and national policy-making to local reality. In 2020, WGH was able to get three of our COVID 50/50: Five Asks for Gender-Responsive Global Health Security into the 73rd World Health Assembly’s COVID-19 resolution supported by 130 of 194 member states.

About the role: Are you passionate about global health, gender equity, and challenging power structures? We need YOU to join our global movement! WGH is a hybrid organization. We also have a small core team of paid staff supported by passionate volunteers. We are still a startup in many aspects, yet we have achieved impact on a global scale and now have sector-wide name recognition. Women in Global Health (WGH) has catalyzed a global network of national and regional chapters aiming to enable women from around the world to engage at all levels in decision-making, particularly for women that are under-represented in global health leadership, and especially from low- and middle-income countries (LMICs). Women in Global Health is seeking a dedicated, highly experienced operator to serve as our Director of Partnerships and Resource Mobilization in a remote capacity.

Job Description

Duties and Responsibilities

Under the general supervision of the Executive Director (ED) & Senior Leadership the incumbent is responsible for, but not necessarily limited to, the following assigned duties:
Lead the Operationalization of a resource mobilization strategy for WGH:

- Lead the implementation of the WGH resource mobilization strategy in close consultation with the ED & Senior Leadership;
- Review and refine the strategy at regular intervals to harness new emerging opportunities, include innovative strategies and ideas;
- Provide occasional strategic guidance and support to WGH Chapters in developing and implementing innovative locally-tailored partnerships and resource mobilization strategies and facilitate micro-grant processes, provide support letters, and make introductions where appropriate;
- Provide recommendations on how to better conduct resource mobilization across the WGH's network, based on international best practices;
- Determine the partnerships landscape to ensure optimal win-win partnerships for WGH in resource mobilization. Identify and mobilize key strategic partnerships to enhance impact and influence for WGH’s strategic priorities;

Lead Global Fundraising efforts for WGH:

- Develop, assess, and refine policies and infrastructure for resource mobilization procedures;
- Coordinate the inter-related efforts of the resource mobilization team to ensure a streamlined and efficient approach to building strategic partnerships for mobilizing financial resources;
- Providing guidance, oversight, and direct support to secure the financial resources needed to meet WGH's mission in consultation with the ED, Senior Leadership, and Chapter team where relevant. This includes diverse institutional and individual fundraising, including proposal writing and revising, donor meetings, and reporting;
- Support the development of high-quality proposals to be submitted both to institutional donors and to trusts and foundations, and especially lead on budget development;
- Lead grant-funded procurement processes, adhering to donor timelines and budgets;
- Lead grants writing and management, keeping track of reporting, and contributing to narrative and financial reports;
- Conduct desk research, write situational analyses, and prepare relevant information as needed, to respond to bid opportunities

Lead Advocacy and Communication initiatives related to Resource Mobilization:

- Develop, plan, and lead the execution of resource mobilization related global advocacy and high-profile events and campaigns considering donor-specific interests and priorities;
- Collaborate with the Communications Team on the development and use of effective communications, outreach, branding, and other resource mobilization mechanisms and tools to enhance the packaging and marketing of WGH’s mission, competencies, and goals

Participate in External Relations and Partnerships Building:

- Act as a key resource of real-time partner intelligence for WGH senior leadership;
● Lead maintenance of existing partnerships and establishment of new resource partnerships with leading institutional foundations, strategic family foundations, governments, and other funders;
● Maintain effective relationships with counterparts in other organizations, funds, and programs to promote and strengthen coordinated funding support for WGH and its mission;
● Carry a portfolio of relationships with donors and prospective donors. Understand the donors’ current interests and alignment with WGH’s strategy;
● Develop compelling written materials, including letters of intent and concept notes, and contribute to the proposal writing process. Oversee quality control on all written fundraising materials and donor reports for assigned portfolios in partnership with the ED & Senior Leadership

Lead Knowledge Generation and Management initiatives on Fundraising:
● Manage the development, maintenance, and sharing of knowledge and intelligence, including political intelligence, to ensure WGH is informed and positioned to effectively generate and harness opportunities to meet its resource mobilization targets;
● Strengthen the case for investment in gender equality by managing the development of high-quality information and knowledge materials;
● Promote and facilitate the exchange of information and knowledge between the resource mobilization team and other WGH Chapters and clusters

Expected deliverables:
WGH is seeking to strengthen, deepen, and diversify a range of donors to ensure sustainability, predictability, and growth of multi-year financing. WGH has developed strengthened capacities and systems to deliver results-driven resource mobilization.

● Multi-year funding sources secured;
● Implementation of timeline and strategic plan, including program plan, budget, and timeline of fundraising;
● Development of systems and campaigns;
● Coordination with important strategic partners, chapters, and other stakeholders;
● Cultivation of donor relationships using existing donor lists, doubling current count, and diversifying in coordination with ED and Senior Leadership;
● Mobilization of $1 million in core funding to support organizational functions;
● Meet WGH’s resource mobilization goal of $3 million, a year for 2023, ideally in first 6 months;
● Meet WGH’s resource mobilization goal of $5 million, a year for 2024, ideally in first year;
● Conduct donor calls with existing donors every 6-8 weeks;
● Preparation of presentations and mid-term and end of the year reports on progress;
● Preparation of pitch decks, proposals on short notice, tailor for each donor;
● Provision of support on building chapter capacity for fundraising for their work;
● Creation of an ED Advisory Board for resource mobilization;
● Organization of annual giving campaign;
• Updating of WGH budget based on incoming money in close collaboration with finance team and Senior Leadership;
• Preparation of quarterly board presentations for ED on resource mobilization;
• Provision of strategic guidance on organizational growth; and
• Provision tailored quarterly donor updates, personalized emails and newsletter, in coordination with the communications team.

Skills and Experience Needed:

Core Competencies:
• Awareness and Sensitivity regarding gender, political, and cultural issues;
• Accountability;
• Creative Problem Solving;
• Effective Communication;
• Inclusive Collaboration, willing to work across teams and with advisors and
• Effective Stakeholder Engagement.

Functional Competencies:
• Demonstrated ability to interact effectively with private partnership donors;
• Demonstrated resource mobilization track record on significant portfolios;
• Established and maintains partnerships with clients by gaining their trust and respect;
• Focuses on impact and results;
• Is innovative, creative, and able to think outside the box; takes initiative and identifies opportunities;
• Strong networking and representation skills, and ability to mobilize support on behalf of the organization;
• Good knowledge of gender equality and the funding landscape;
• Proven ability to plan and implement organizational strategies;
• Very effective at multitasking and prides themselves on being organized and timely;
• Excellent oral and written communications skills;
• Excellent negotiating skills;
• Enjoys fast-pace workplaces, and
• Consistently meets deadlines, both internal and external.

Education:
• Bachelor’s Degree with 15 years of relevant experience with progressively increasing responsibilities or Master’s Degree with 10 years relevant experience with progressively increasing responsibilities in international development, public management, public / business administration, international relations, social sciences, or a related field
Experience:
- Previous experience at the management level in fundraising and development, with a demonstrated track record in resource mobilization on significant portfolios, and proven experience in developing strategic plans and operational guidelines that enhance resources;
- Familiarity with resource mobilization for gender equality and/or global health programming is strongly preferred;
- Track record of raising multi-million, multi-year grants;
- Track record of working with foundations, including family foundations;
- Experience working with an international organization is a strong asset;
- Experience with designing multi-year budgets;
- Experience fundraising in multiple markets outside of the US is an advantage;
- Familiarity with arrangements with resources flowing directly in LMIC settings is an advantage

Languages:
- Fluency in English with excellent oral and written communication skills is essential

Anticipated Salary and Timeframe:
- Approximately 6,000 - 8,000 USD per month (adjustments made based on experience/geography/cost of living)
- Willing to explore part-time arrangements, with accordingly, pay negotiation
- Timeframe: 1 year, renewable, full-time; 90 day trial period
- Benefits: Not eligible for health or retirement benefits; related travel and communication expenses are reimbursed
- Desired start: Early- to Mid-October

Application:
To apply, please upload your CV and cover letter in PDF format using the application form.

The priority deadline to apply for this position is 16 October 2021. However, applications will be reviewed on a rolling basis.

*Women, people from underrepresented backgrounds, and applicants from low-and middle-income countries are strongly encouraged to apply*

Meanwhile, check us out:
https://www.womeningh.org/

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