

**Title: Program and Partnership Development Advisor**

**Location: Brussels, Belgium (other EU-remote locations may be considered)**

### **About ChildFund Alliance**

ChildFund Alliance is a global network of 11 child-focused development and humanitarian organizations working to help children and their families overcome poverty and the underlying conditions that prevent children from reaching their full potential. Together, we reach more than 32 million children and family members in 70 countries.

ChildFund members provide nutrition, healthcare, education, and life skills to those we help. We work to end violence and exploitation against children; provide expertise in emergencies and disasters to ease the harmful impact on children and their communities; and engage children, families and communities to create lasting change. Our commitment, resources, innovation, knowledge and expertise serve as a powerful force to help children and families around the world transform their lives.

The Alliance extends the reach and influence of members by enhancing their individual and collective strengths. It improves the quality of programs and outcomes; creates opportunities for joint initiatives; raises brand awareness, credibility and profile; promotes and monitors common standards; and builds a network connecting members to funds, projects, country knowledge and experience.

The Alliance helps members maximize and diversify revenue, a central goal of the Program and Partnership Development position. Our 11 members invest more than US\$580 million annually on behalf of children. At least 98% of staff who conduct work in the field is nationals with in-depth knowledge of the local environment. Local and grassroots partners carry out much of ChildFund's work.

The ChildFund Alliance Secretariat, based in New York City, oversees the day-to-day operations of the Alliance and works with ChildFund members to establish operating standards, adopt common policies, and coordinate global advocacy strategies. The Secretariat also has a Europe Office in Brussels, which works to strengthen ChildFund Alliance influence and income by engaging with EU institutions as well as other EU-based and global stakeholders, and by connecting its policy work with partnership building at the EU level and globally.

A Board of Directors, with representatives from all 11 members, oversees the Alliance. The top executive at each member organization is part of a CEO Forum, which works with the Secretariat to ensure implementation of the ChildFund Alliance vision, mission, and strategic plan goals.

### **The Position**

The adoption and implementation of the ChildFund Alliance Strategic Plan for 2022-2025 opened new perspectives and workstreams to the members of the Alliance on how to work better and more effectively together. Within this framework, the ChildFund Europe Office is tasked to foster multimember engagement for program and partnership development and strengthen member cooperation for grant acquisition, at HQ and country levels.

The Program and Partnership Development Advisor directly contributes to achieving this goal. S/He works under the overall supervision of the Europe Office Director, and in close coordination with the Alliance members' program and business development staff. The Program and Partnership Development Advisor contributes to increasing cooperative efforts amongst the members of the Alliance to build together new program and partnership initiatives to address emerging threats to children's safety.

### **Role and Responsibilities**

The role of the ChildFund Alliance Program and Partnership Development Advisor is to support and guide the members of the Alliance to 1) develop joint programs strategies and 2) build collaborative, principled and strategic partnerships, which are adapted to the current global challenges and donor landscape. S/He actively explores and grows the potential for multimember program and business development in areas that pose growing threats on children's safety, such as human mobility, climate action and crisis response. Ultimately, s/he is contributing to developing the Alliance members' portfolio of donors and establishing long-term relationships with them.

The Global Partnership Advisor undertakes the following responsibilities:

#### Opportunity development and knowledge management

- Proactively analyze global funding trends as well as public and private donors' priorities in child-related sectors, focusing on key emerging threats to children's safety and provide recommendations to contribute shaping the Alliance partnership strategy, objectives and targets.
- Provide information and advice to the members of the Alliance on global funding trends in child-related sectors, including on aspects related to the operationalization of approaches such as the triple-Nexus and localization.
- Contribute to the ongoing development, dissemination and implementation of best practices, lessons learned, and innovative approaches to maximise performance and sustain achievements in multimember program and partnership development.

#### Support to joint program development

- Analyze and identify opportunities to strengthen member cooperation in target countries and regions, to 1) enhance the Alliance's collective program response to the needs of children in vulnerable situations and their families and communities, and 2) better position the Alliance and its members towards financial and operational partners.
- Provide clear and concise guidance to members' head and country offices on new opportunities for joint program development.
- Develop methodologies to support the Alliance members' in joint programming efforts. This includes the organization of workshops, in-person or remotely, to initiate program design work and plan donor outreach.

#### Donor engagement

- Build and maintain relationships with key institutional donors (other than EU institutions), as well as foundations, and identify opportunities for donor outreach and advocacy.
- Identify relevant funding opportunities, gather intelligence, inform Alliance members in a timely manner.

- Provide technical and strategic advice to the Alliance members on the development of multi-member project proposals, this can include contributing to the identification, design and formulation of donor submissions.
- Provide guidance and support to the Alliance members' country and regional offices for the development of joint donor engagement plans and activities.

#### Others

- Active participation to the relevant committees, task forces, working group and meetings of the ChildFund Alliance, which might involve international travels.
- Support the preparation and coordination of meetings, events or trainings, in Brussels or abroad.

#### **Experience and skills**

- In-depth knowledge and understanding of the development cooperation ecosystem globally, acquired by 7+ years of professional experience in the international development or humanitarian aid sector in INGOs, institutions or international organizations.
- Proven track record in building partnerships and securing multi-year / multi-million funds with bilateral and multilateral institutional donors as well as private donors.
- A thorough understanding of current discourse on approaches to project management, monitoring, evaluation and impact assessment in international development and humanitarian affairs.
- Significant experience in capacity development, learning processes and knowledge management.
- Excellent communication skills and fluency in written and spoken English is essential; conversational Spanish and/or French are highly desirable.
- Field experience in international development or humanitarian aid is a strong asset.
- Speaks confidently and exercises diplomacy in dealing with all partners, demonstrating tact, determination and sensitivity.
- Demonstrates outstanding team and interpersonal skills appropriate for working effectively in a multi-cultural and fast-paced environment.
- Ability to take initiative and solve problems, to prioritize tasks with limited supervision and to handle multiple tasks under tight deadlines.

#### **Conditions**

- Contract: Permanent, full time position, governed by Belgian Law.
- Expected start date: As of December 2023
- Salary scale: 4400 – 5000 EUR / month, according to experience. Other benefits include: End of year bonus, meal vouchers, and reimbursement on travel and hospitalization insurances.
- Location: Our office is located at Mundo J, Rue de l'Industrie 10, 1000 Brussels, with flexible working arrangements. Possibility of at-home work from other EU locations may be considered.
- 30 days of paid vacation per full year worked.
- Availability to travel in Europe and internationally 3 to 6 times a year.

#### **Applying**

Submit a CV and cover letter (in English) explaining your interest in and qualifications for the position to [recruitment@childfundalliance.org](mailto:recruitment@childfundalliance.org) by **5 November 2023**. Please note that candidates must have the right to work in Belgium / in the European Union. A ChildFund Alliance team member will contact you if your credentials match our needs.