**Job Description:** Fundraising Strategy Advisor

**Responsible to:** Social Cohesion Programme Manager

**Responsible for:** N/A

**Location, Group & Function:** Yangon

**Job Purpose:** The Fundraising Strategy Advisor will work as part of Civil Society and Media Project (CSM) II project, with one of local partner organization, Pace on Peaceful Pluralism (PoPP) to provide independent advice and technical support in developing and/or executing strategic, operational plans and proposal in order to meet defined fundraising targets, objectives, and aspirations. The Fundraising Strategy Advisor will be based in Yangon, work closely with programme teams, provide technical support and trainings to partner organizations.

The Volunteer contract duration is 3 months (possible to be extended to 6 months) and to begin ASAP.

**Responsibilities:**

**Capacity building to strengthen fundraising capacity**

- Working closely with the partner staffs to develop winning proposals around innovative programmes and support in closing the process
- Developing a funding plan of action, funding pipelines and source for funds partner organization
- Supporting the process of identifying Calls that are aligned to the Country’s Strategy from local and international funding partners
- Compiling and writing monthly Funding status reports for partner organization

_Due to the nature of our volunteer placements, it is possible that the responsibilities of this role may differ in reality and therefore the post holder will need to be prepared to be flexible and adapt to their environment as necessary._

**Skills, Knowledge and Experience**

**Essential criteria (must have to be able to carry out the role successfully)**

**Knowledge/qualifications:**

- Ability to work independently
- Socially and culturally sensitive, good listener, non-judgmental and open to new information, interested in listening to different points of view, ability to process the information they hear in multi stakeholder groups

**Experience:**

- Have experience in developing fundraising strategies and funding proposal

**Skills/Abilities:**

- S/he must be a strong salesperson, possessing the ability to negotiate, build and maintain relations and inspire others.
- S/he must also have a keen understanding of a varied fundraising techniques
- Exceptional problem solving and decision making skills are imperative, as is the ability to think analytically.
- Strong group facilitation skills
- Ability to work independently and with minimum supervision
- Good oral and written communication skills in English

**Desirable Criteria: (skills that could be an advantage in the role)**

**Experience:**

- Successful professional track record in the raising of funds for an organization of similar scope
- Proven knowledge and understanding of volunteering systems in developing countries
- Previous volunteer management experience
- Bsc in marketing/social sciences
- Minimum of three years in a similar role

**VSO has zero tolerance of abuse and exploitation of vulnerable people. We expect all our employees/volunteers to ensure we are protecting children, young people and vulnerable adults from harm and abide by our safeguarding policy**

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