



**international
alert**

JOB DESCRIPTION

Job Title	Senior Advisor - Strategic Partnerships
Reports to	Director of Resource Development (DRD)
Management Responsibility	Senior Programme & Funding Officer – Commercial & PAU
Job location	London or the Hague
Grade	2
Contract Duration	12-month contract

Job Purpose

The purpose of this post is to coordinate the organisation's approach to strategic partnerships, with a focus on engaging with key peacebuilding donors and other stakeholders to increase Alert's income. Working in close collaboration with the Executive Team, the post holder will coordinate and manage global-level outreach and engagement to foster strong relationships with funding and delivery partners, with a particular focus on the UN and other institutional peacebuilding funders. They will also work closely with Regional and Peacebuilding Advisory Unit Directors, Country Leads and the Advocacy & Comms team to ensure joined up approaches to donor engagement and opportunity identification between HQ and country level. They will lead on ensuring effective collection and dissemination of donor information and intel, improving Alert's systems and processes to ensure effective knowledge management across teams involved with donor engagement.

Duties and Responsibilities

Develop and deliver donor engagement strategies to improve management of existing and potential funding partnerships

- Collaborate with the Director of Resource Development on comprehensive donor engagement strategies to leverage existing institutional funding relationships to increase funding opportunities at HQ and country level
- Identify and cultivate potential new funding partnerships, with a primary focus on institutional peacebuilding funders
- Coordinate donor engagement activities at HQ level across Resource Development, Advocacy & Comms, Programmes and Alert Europe including events, conferences, donor-targeted marketing and other networking opportunities
- Collaborate with colleagues across the organisation to help ensure that donor relationships are managed effectively

Coordinate business development and opportunity identification for global funding opportunities, working closely with regional and thematic teams

- Work with colleagues in Resource Development and Programmes to build a solid pipeline of potential funding opportunities at a global level
- Identify, cultivate and share early stage business development opportunities for global and country level funding opportunities
- Support pitching of potential programme ideas to potential funders at HQ level

Lead on improvements to sharing of donor information and intel between HQ and country programmes

- Work with colleagues in Resource Development and programmes to introduce systematic approaches to capturing and sharing information around donor strategy, structures and funding mechanisms
- Lead on donor funding information gathering and sharing on key multilateral and bilateral funders including providing an advisory role for colleagues engaging with the key donors at different levels and recommendations to bid development
- Identify and support development of new CRM system

Develop partnership strategy and lead on engagement with potential delivery partners

- Coordinate HQ-level engagement with existing and potential commercial contracting partners in collaboration with the DRD and Senior Programme & Funding Officer – Commercial
- Contribute to exploration of partnerships and potential strategic alliances with other INGOs including other peacebuilding organisations and humanitarian/development/multi-mandate organisations in collaboration with the Programmes and Advocacy teams
- Work collaboratively with colleagues in Programmes and Advocacy to identify strategic funding research partnerships and advance fundraising efforts around a flagship product
- Lead work around partner engagement and effective consortium building at HQ level and contribute to wider organisational initiatives around improving partnership approaches and consortium building

Represent Alert externally, and play a key coordinating role within the organisation

- Be an advocate, representing Alert's peacebuilding programming expertise and impact externally in order to cumulatively build relationships with institutional funding partners
- Provide leadership and management to develop and grow the new strategic partnerships function including line management of a Senior Programme & Funding Officer
- Contribute to Alert's organisational processes and strategies

Travel requirements

The position is based in London or The Hague, with regular travel to donor capitals for short duration visits and attendance at conferences/workshops, plus travel to visit field programmes 1-2 times per year for up to 10 days each

PERSON SPECIFICATION

ESSENTIAL REQUIREMENTS

Talents

At Alert, we have introduced Talent Management to our business model as we believe talented people are crucial to the success of our work. We believe all individuals are talented and success comes in matching the right talents to the right roles. For this role, the skills, qualifications and experience listed below are important, but we believe that to be great in this job you are likely, first and foremost, to have a talent for **building relationships internally and externally, and being an ambassador for the organisation**. This is what we will be looking for above all else.

Qualified to degree level in a relevant subject (or equivalent experience).

Considerable successful experience of donor engagement and fundraising for development and/or peacebuilding, and experience of field implementation
Skilled at building relationships internally and externally with demonstrable track record in institutional partnerships
A good understanding, based on experience, of how donors make decisions and how to ensure funding proposals are in line with donor's goals and needs
Experience of working with commercial contractors on tender-based projects for institutional donors
An ability to import and adapt ideas and methods to a specific organisational context, and lead and help colleagues to adopt them
Excellent persuasion skills and an ability to "sell" the advantages of funding or working with Alert
A good understanding of the institutional context for peacebuilding funding, and a network of contacts in some donor institutions and potential partner organisations
A good understanding of peacebuilding as understood through the lens of Alert's programming framework
Excellent verbal and written communication skills
Leads and works well in teams
Is highly organised

DESIRABLE REQUIREMENTS

A postgraduate degree in a relevant subject
Track record of building relationships with the UN and other multilaterals
Experience working with SharePoint, Teams and Salesforce
Experience of proposal development
Experience of working on peace and conflict issues and/or international relations
The ambition to continue to work in the peacebuilding sector
French, Arabic and Russian language skills an asset