

GAVI JOB DESCRIPTION

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| Position title: | Junior Professional Officer (JPO), Resource Mobilization and Growth New Investors Hub (emerging markets) |
| Duration: | Initially one year (renewable for the 2 nd year with a consent with the Government of Japan and Gavi) |
| Location: | Geneva |
| Purpose of the position: | Assists develop and pursue fundraising strategies for mobilising financial resources from sovereign donor markets in the emerging regions including through diverse financing instruments, to meet Gavi core programs needs and specific initiatives. |
| Department: | Resource Mobilisation & Growth |
| Team: | Emerging Markets |
| Reports to: | Head, New Investors |
| N° of positions supervised (if applicable): | N/A |
| Career step level: | 3 |

BACKGROUND

Gavi, the Vaccine Alliance is a public-private partnership committed to saving children's lives and protecting people's health by increasing equitable use of vaccines in lower-income countries. The Vaccine Alliance brings together implementing country and donor governments, the World Health Organisation, UNICEF, the World Bank, the vaccine industry, technical agencies, civil society, the Bill & Melinda Gates Foundation and other private sector partners. Gavi uses innovative finance mechanisms, including co-financing by recipient countries, to secure sustainable funding and adequate supply of quality vaccines. Since 2000, Gavi has contributed to the immunisation of more than 1 billion children and the prevention of more than 16.2 million future deaths.

Under the oversight of the Chief Resource Mobilization & Growth Officer, the Emerging Markets team leads on (i) driving sovereign and private sector fundraising and engagement, including through blended and innovative financial instruments and ambitious new partnerships, in Asia, the Middle East, Africa and Latin America; (ii) building visibility and trust with Gavi through smart donor relations and campaigning with civil society, parliamentarians and influential voices.

The JPO will help drive and support the development and implementation of the resource mobilisation and private sector partnerships engagement. S/he will have a particular focus on managing select markets within Asia especially focusing on Japan and Korea.

MAIN DUTIES/RESPONSIBILITIES

The JPO at NIH will support the development and implementation of the resource mobilization strategy for emerging and growth markets within the New Investors team. Emerging and growth markets typically include, but are not limited to, Asia, Oceania, the Middle East, and Africa.

The secondee will work in the team of the Director of Emerging Market, where donors mainly come from the Asia-Pacific and the Middle East, and will report to the head of New Investors, under the Director of Emerging market.

MAIN DUTIES AND RESPONSIBILITIES

- **Support relevant Donor Managers to development and implementation of fundraising strategy with governments in sovereign markets in the NIH regions:**
 - Support development of strategies, investment case and value proposition for new investors' sovereign governments in the designated markets.
 - Support building, managing, and maintaining key stakeholder relationships in the target markets.
 - Assist Senior Managers negotiate contribution agreements with new sovereign governments for Gavi's core programme.
 - Conduct and perform any related donor management work.
 - Help fulfil donor reporting requirements included in legal agreements with donors.
- Support donor managers to design strategies for Gavi's engagements with, and to secure timely inputs into, the key global fora for global health, including G20 and G7.
- **Broader teamwork**
 - Participate in and coordinate cross-cutting activities within the team, in contribution to the overall resource mobilisation and private sector partnerships strategy.
 - Serve as the focal point with specific teams (finance, innovative finance, market shaping and others) whose inputs are critical to the resource mobilisation process and act as lead in cross-Secretariat discussion on that topic.
 - Contribute to the effective organisation and delivery of key donor related events.

Note: The essential functions listed in this section are not exhaustive of the job responsibilities; other duties may be assigned consistently with the department needs.

QUALIFICATIONS

ACADEMIC

- An advanced university degree in a relevant discipline in relevant discipline (economics, finance, business, or international development).

WORK EXPERIENCE

- Minimum 5 years of relevant experience;
- Experience in the management of a portfolio of donors;
- Good understanding of key transformations impacting today's business, industry and political environment; as well as good overview of development aid work and Global Health work;
- Experience of managing multiple projects within a fast-moving environment;
- Working experience in the Gavi eligible countries is an asset;

SKILLS/COMPETENCIES

- Excellent analytical and synthesizing capabilities;
- Excellent communication skills;
- Entrepreneur spirit, problem-solving skills and result-orientated is a must;
- Ability to work in a multicultural environment and establish working relationships with multiple teams;
- Ability to work independently, under pressure, demonstrating initiative and flexibility;
- Good understanding of Gavi and Gavi strategic objectives or capability and willingness to acquire this knowledge quickly;

LANGUAGES

- Strong command of English with proven speaking and writing skills is required;
- Developed command of another international language is highly desirable;

CONTACTS

- Donor managers;
- Country programmes and Country facing staff;
- Finance;
- Legal;
- Design and Operationalisation team;
- Self-financing participants, and donors;