

JOB DESCRIPTION

Position Title: Partnership Analyst (Resource Mobilization) (JPO)	Contract type: Fixed-term appointment (Junior Professional Officer)
Grade: P2	Duty Station: Rome, Italy
Department: External Relations and Governance Department (ERG)	Division/Unit: Global Engagement, Partnership and Resource Mobilization (GPR)
Duration of Assignment: 2 years (renewable up to 3 years subject to satisfactory performance, recommendation by respective office, partner country agreement and availability of financial resources).	Effective Date: As soon as possible

1. Organisational Context

The International Fund for Agricultural Development (IFAD) is an international financial institution and a specialized United Nations agency dedicated to eradicating rural poverty and hunger. It does so by investing in rural people. IFAD finances programs and projects that increase agricultural productivity and raise rural incomes, and advocates at the local, national and international level for policies that contribute to rural transformation.

The External Relations and Governance Department (ERG), comprising the Communications Division (COM), the Global Engagement Partnership and Resource Mobilization Division (GPR) and the Office of the Secretary (SEC), leads IFAD's public and political advocacy, including engagement with Member States and other stakeholders through global policy engagement and other global processes.

The Global Engagement, Partnership and Resource Mobilization (GPR) Division has a specific focus on global engagement, partnerships (including with the private sector, foundations, bilateral and multilateral organizations), and on driving the resource mobilization efforts with traditional and non-traditional donors and partners. Within this framework, the GPR Division addresses four main functions: (i) Global engagement and multilateral relations; (ii) South-South and Triangular Cooperation (SSTC); (iii) Member State Engagement and (iv) Replenishment, resource mobilization and advocacy.

The mission of the Global Engagement, Partnership and Resource Mobilization Division (GPR) is to enhance IFAD's contribution to inclusive and sustainable rural transformation and Agenda 2030 through strengthening global engagement, partnerships, and resource mobilization.

The Global Engagement, Partnership and Resource Mobilization (GPR) has decentralized Liaison Offices:

(a) The Americas Liaison Office (ALO) with two offices based in Washington and New York, United States of America

(b) The Saudi Arabia Liaison Office (SLO) with one office based in Riyadh, Kingdom of Saudi Arabia

(c) The Japan Liaison Office (JLO) with one office based in Yokohama, Japan

2. SUPERVISION

Direct supervisor: Chief Partnership Officer

Under the direct supervision of Chief Partnership Officer, the Junior Professional Officer (JPO) will carry out its function within the Resource Mobilization Unit of GPR and will support the effective implementation of the Supplementary Fund Resources Strategy and other tasks related to portfolio of supplementary funds and IFAD managed co-financing.

The JPO will prepare an annual work programme and performance plan reviewed by the supervisor. Supervision and feedback will be provided as needed to monitor and support his/her performance and professional growth. Mid year review and annual review will help to analyse performance and plan personal development.

3. Purpose of position

Under the overall supervision of the Chief Partnership Officer, the JPO will:

- Act as liaison officer for the co-financing framework agreements that IFAD has entered into with various partners (e.g. Spain, CDP, Opec Fund, AFD), between the partner and IFAD Programme Management Department, with the aim to ensure successful implementation of these agreements;
- Support the implementation of the Supplementary Resources Strategy Action Plan, and link additional IFAD's Executive Management Committee (EMC) mandated priorities, focusing for example on the remaining actions, which include integrating the results reporting of all the grants financed from supplementary funds in our systems (ORMS), the development of specific procedures for the establishment and management of IFAD Trust Funds and IFAD-managed co-financing, and other tasks of increasing in-house awareness and visibility of the new procedures;
- Provide other support on tasks relating to resource mobilization and supplementary funds as required.

The level of responsibility assigned to the JPO will depend to a large extent on his/her willingness and capacity to learn, maturity, capacity and ability to take on new tasks over the period that he/she is in place.

Work may involve travel in IFAD Member Countries.

The work, which will involve the management of processes as well as strategic and analytical work, will require broad collaboration with colleagues within IFAD; government authorities; project staff; implementing partners; development partners and other stakeholders.

4. Qualifications and Skills Required

Education and experience:

- Advanced university degree from an accredited institution in international development, international relations, political science, public policy, social sciences, communication, economics, business management, or related disciplines.
- Degree must be from an accredited institution listed on <https://www.whed.net/home.php>.
- Understanding of the operations and business model of IFAD, other UN agencies or international financial institutions would be an asset.
- Minimum of 2 years of progressively responsible professional experience in relevant field such as development and financial cooperation, outreach liaison and/or any resource-mobilization related activities, preferably in a multi-cultural organization or national organization providing support on a global scope.
- Experience in data-base administration and capacity to organize records and data into meaningful profiles for effective reporting will be an asset. Some working experience in rural development/food security issues in IFAD borrower countries will be an advantage. Understanding of political and budgetary processes and mechanisms in donor countries and of agricultural and rural development related issues are desirable.

Organizational/technical competencies:

Organizational

- **Strategic thinking and organizational development:** Personal influence
- **Demonstrating Leadership:** Personal leadership and attitude to change
- **Learning, sharing knowledge and innovating:** Continuously seeks to learn, shares knowledge and innovates
- **Focusing on clients:** Focuses on clients
- **Problem solving and decision making:** Demonstrates sound problem solving and decision making ability
- **Managing time, resources and information:** Manages own time, information and resources effectively
- **Team Work:** Contributes effectively to the team
- **Communicating and negotiating:** Communicates effectively: creates understanding between self and others
- **Building relationships and partnerships:** Builds and maintains effective working relationships

Technical

- **Communications skills:** Outstanding written and verbal communication skills, the ability to set out a coherent argument in English in presentations and group interactions.
- **Knowledge:** Excellent working knowledge of Microsoft packages and electronic communication.

Languages:

- Excellent written and verbal communication skills in English are required.
- Written and verbal communication skills in French, Spanish, Arabic or other languages are an asset.

Training components:

- On the job training in work related areas on a wide range of new and emerging issues with a focus on delivering results and impact.
- Participation in trainings organised by IFAD and external training providers.
- Direct coaching by Chief Partnership Officer.

Learning Points

- The first year to acquaint him/herself with IFAD staff, corporate agenda policies and strategies, programmes and performance enhancing processes;
- Interact and collaborate with Partnership Officers (PO) to gain hands-on experience in working with IFAD donor countries and partner organizations;
- Support the engagement of POs with Programme Management Department (PMD) and Strategy and Knowledge Department (SKD) to support their needs for partnerships and resource mobilization;
- It is expected that by the end of the two years the JPO will be able to articulate IFAD's vision in key thematic areas related to rural development; in written and oral presentations; contribute to review partnership documents according to IFAD procedures.