

Position:	Partnerships and Resource Mobilization Officer
Function:	Department of Partnerships and Resource Mobilization (DPRM)
Reports to:	Head/Manager within DPRM
Level:	IS-2

Position Objective *(Summary of placement in the function and broad responsibilities)*

The Partnerships and Resource Mobilization Officer will support both resource mobilization and strategic partnership functions within DPRM to identify opportunities for partnerships with key stakeholders (government, inter-governmental, multilateral, civil society, private sector, philanthropies and academia among others) and global leaders. The officer will conceive of and pursue outreach events and engagements to promote the credibility and visibility of the Fund as a key partner in climate action. They will also support efforts to establish and reinforce a strategic and coherent partnership approach in the Fund.

Duties and Responsibilities *(Functional statements defining the responsibilities and objectives)*

Purpose	Analyze	<ul style="list-style-type: none"> Identify global and regional fora and opportunities for the strategic and high-level engagement of the Fund and provide consolidated analytical tools to prioritise outreach and engagement Support the development of advocacy tools and knowledge products considering political, strategic and operational issues of relevance for GCF's engagement Analyze the existing sovereign contributors and potential new contributors (including alternative sources such as philanthropies, foundations, and the private sector) to identify ways to strengthen the relationships and mobilize more resources
Engagement	Collaborate	<ul style="list-style-type: none"> Manage and/or provide substantive inputs to organize high-impact events for the Fund including through collaboration with other divisions and sections in the Fund Interact with diverse partners of the Fund to assess needs and provide services to facilitate collaboration and leverage shared outcomes Manage key stakeholder relationships and contribute to effective relationship management
Delivery	Implement	<ul style="list-style-type: none"> Assess the necessary work for resource mobilization to support the preparation of relevant policy documents, reports, briefing notes, presentations and operational guidelines. Support the establishment of due diligence procedures to help to prioritize partnership engagements and maximize impact of partnerships Evaluate partnership activities to capture lessons and organize knowledge sharing forums to improve engagement with stakeholders

Requirements *(Education, experience, technical competencies required of the job)*

- Master's degree in international relations, finance, business, communications, sustainable development, climate policy, environmental sciences, etc.
- 4 years of experience in an international organization, government, private or non-profit sector, with experience delivering high level partnership and communication engagements.
- Good understanding of multilateral processes, international protocol and climate finance. Good political judgment and stakeholder engagement and relationship management.
- Excellent writing and oral communication skills in English; knowledge of another UN language an advantage.
- Demonstrated capacity to establish and maintain relationships with key partners, including ability to interface effectively with government, multilateral organisations, private-sector and CSO stakeholders.
- Experience working with colleagues from different functions and cultures (cultural sensitivity required).

