

Rapid Response Role Profile

Job Title	Partnership and Resource Development (PRD) Officer
Classification Level	
Immediate Supervisor's Title	Head of Emergency Operations/Operations Manager
Number of Direct Reports (if applicable)	
Number of Indirect Reports (if applicable)	

Organizational context

The International Federation of Red Cross and Red Crescent Societies (IFRC) is the world's largest volunteer-based humanitarian network. IFRC is a membership organisation established by and comprised of its member National Red Cross and Red Crescent Societies. Along with National Societies (NS) and the International Committee of the Red Cross (ICRC), the IFRC is part of the International Red Cross and Red Crescent Movement. IFRC's headquarters is in Geneva, with regional and country offices throughout the world.

Due to the nature of emergency response operations, this role profile is an outline of the likely responsibilities applicable to Partnership and Resource Development Officer – National Society support, deployed in a Federation coordinated operation. They are complementary to and should be read in conjunction with the specific tasks elaborated in the Deployment Order / Terms of Reference.

Job purpose

In recent years, there has been shift in the type of disasters that the RCRC Movement is responding to. There are more protracted crises, including silent and forgotten disasters. Of equal concern are smaller and medium sized disasters that constitute most of the events globally. Patterns of climate change are contributing to increased vulnerability and risk, not only in times of disaster but in relation to already existing issues including health and nutrition, food security, access to safe water and water-borne diseases, protection, gender and inclusion, among others.

As a consequence, additional funding is required to meet the increased needs. Additional dedicated resources are necessary to not only raise awareness and funding for emergency operations but also to strengthen the fundraising capacity of National Societies during emergencies and their collective accountability and donor stewardship. Direct support provided to the country or Country Cluster Support Team (CCST) IFRC team and to the National Society will ensure that we maximize the resource mobilization efforts. Additional resources will also ensure systematic support to NS's fundraising for their domestic appeal and ensure coordination between the host National Society, the secretariat and the wider Movement, to maximize of fundraising efforts of the overall operation.

As part of the regional Partnership and Resource development team, the Partnership and Resource Mobilization Delegate is responsible for coordinating and strengthening relationships with donors and partners supporting Red Cross Red Crescent response. This includes a consistent effort to build trust with partners and generate resources.

Role (Job Requirements)

Job duties and responsibilities

1. Coordination of resourcing/fundraising efforts for the response including development and implementation of fundraising strategy for the emergency response
2. Lead on partner engagement and in close coordination with Head of Country and Operations manager/Head of Emergency Operations (HEOPs), ensure accountability to donors
3. Ensure effective coordination between country/CCST office and regional PRD and technical teams to ensure compliance with donor requirements, and that agreed earmarking criteria are understood and adhered to
4. Negotiation of pledges and contributions with partners, ensuring that earmarking and other requirements are in line with operational priorities
5. Effective and thorough grant/pledge management in close coordination with operational leads and budget holder(s) and facilitate a consistent income tracking and risk assessment process.
6. Provide regular reporting and analysis of partner and funding landscape including trends, gaps, income and expenditure and quality and nature of contributions
7. Propose and coordinate actions to increase funding coverage, advising colleagues in country/CCST office and operational leads on fundraising strategies and approaches to partners
8. Coordination of the proposal development and submission process, in close liaison with operational and technical leads as well as relevant partners
9. Facilitation of external relations, both within the RCRC Movement and with non-RCRC partners, including in proactively coordinating donor field visits, planning partnership meetings and conference calls
10. Close coordination with PRD counterparts in host NS as needed
11. Collection of fundraising data and analysis from the RC movement

Duties applicable to all staff

1.	Actively work towards the achievement of the Federation Secretariat's goals
2.	Abide by and work in accordance with the Red Cross and Red Crescent principles
3.	Perform any other work related duties and responsibilities that may be assigned by the line manager

Profile (Position Requirements)

Education	Required	Preferred
University degree or equivalent in a relevant discipline.	⊙	
Relevant post-graduate degree		⊙
Relevant professional training courses		⊙
Experience	Required	Preferred
Experience in partnerships and multi-stakeholder engagement, fundraising, planning and grant management	⊙	
Relevant work experience with the Red Cross/Red Crescent Movement,	⊙	
Working with international funding agencies (e.g. Multilaterals, Financial institutions, or governments)		⊙
Experience in emergency appeal mechanisms and humanitarian donor policies		⊙
Knowledge & Skills	Required	Preferred
Familiarity with government and multilateral funding systems and within the RC Movement	⊙	
Strong knowledge of information sharing tools including CRM	⊙	

Demonstrated skill in analytical and strategic thinking.	⊙	
Ability to work in a diverse cultural context	⊙	
Highly organised, with ability to create a team approach	⊙	
Excellent communication skills, facilitation and presentation skills	⊙	
Excellent relationship building skills; ability to build and strengthen internal and external networks, and establish effective partnerships, with National Societies	⊙	

Core Competencies	Tier 1	Tier 2	Tier 3
Movement context, principles and values		⊙	
National Society Capacity Strengthening	⊙		
Coordination		⊙	
Assessment		⊙	
Direction Setting and Quality Programme Management	⊙		
Information management		⊙	
Resource Management	⊙		
Safety and Security	⊙		
Transition and Recovery	⊙		
Community engagement and accountability	⊙		
Protection, Gender and Inclusion	⊙		
Environmental Sustainability	⊙		
Collaboration and Teamwork		⊙	
Conflict Management	⊙		
Interpersonal Communication		⊙	
Cultural Awareness	⊙		
Judgement and Decision Making		⊙	
Motivating Others	⊙		
Personal Resilience		⊙	
Integrity		⊙	

Languages	Required	Preferred
Fluently spoken and written English	⊙	
Good command of another IFRC official language (French, Spanish or Arabic)		⊙
Other languages:		