



Fundraising and Compliance Manager

Based in Morocco

Job Description

Oxfam's vision is a just world without poverty: a world in which people can influence decisions that affect their lives, enjoy their rights, and assume their responsibilities as full citizens of a world in which all human beings are valued and treated equally.

Oxfam's programs in the North Africa sub-region have a one-program approach, working in humanitarian response, development and influencing, with the ambition of increasing the role of civil society in influencing & advocacy and knowledge-for-impact both within and beyond the countries where Oxfam works.

Oxfam is committed to preventing any type of unwanted behavior at work including sexual harassment, exploitation and abuse, lack of integrity and financial misconduct; and committed to promoting the welfare of children, young people and adults. Oxfam expects all staff and volunteers to share this commitment through our code of conduct. We place a high priority on ensuring that only those who share and demonstrate our values are recruited to work for us.

| | |
|--|--|
| Internal Job Grade: | C2 |
| Type of Contract: | NATIONAL CONTRACT. Full time per National Staff Terms and Conditions / <i>Règlement Intérieur</i> |
| Annual Salary & Benefits: | According to Oxfam salary scale and HR policy & conditions in Morocco |
| Starting Date: | Soonest possible |
| Reporting to: | Fundraising and Compliance Lead |
| Staff reporting to this position: | Finance and Grants Compliance Officers (Morocco) |

Job purpose

The Fundraising and Compliance Manager will support the Funding and Compliance Lead in providing strategic leadership on resource mobilisation from the Morocco perspective. S/he will be responsible for i) developing and implementing the resource mobilisation strategies with a focus on the Moroccan; ii) supporting in building partnerships with donors, Oxfam affiliates and civil society stakeholders; iii) working closely with the program team in Morocco to developing innovative programs for submissions to donors; iv) addressing key financial and reputational risks and v) ensuring that there are strategies in place to maintain adequate skills and capacity, staffing and income within the portfolio of the country office.

Key Responsibilities and Accountabilities

Resource mobilization strategies: Leads the design and implementation of resource mobilization strategy.

New Business development: Actively identifies, qualifies and tracks funding and partnership opportunities in a systematic manner in pursuit of supporting Oxfam's programs, with Oxfam Affiliates, institutional and other donors.

Fundraising and Compliance Manager

Bid Development: Prepares all necessary groundwork for proposal development and bid management¹, helps assemble bid development teams, provides effective bid project management and undertakes quality assurance of donor proposals to ensure high quality competitive proposals in order to successfully secure institutional donor funds at scale.

Strategic Donor Engagement: Leads key donor engagement plans, in close relation with PADL affiliates and gathers regularly intelligence on key donors' approaches and priorities. Together with the Fundraising and Compliance Lead, ensures the management and building of Oxfam's relationships with institutional donor representatives within a country or multi-country frame as needed. Proactively engages on a strategic basis with institutional donors in order to facilitate technical program exchanges, influence policy and thinking, and identify key areas of potential cooperation, including program funding.

Coordination: Coordinates country-level Bid, with relevant Oxfam staff in Program and Partnership team, the Influencing and Advocacy team, with partner affiliates. Gathers key information to inform the bid or non bid decision for country proposals that involve Moroccan footprint. Involved on business development activities with. Active engagement in Oxfam co-ordination mechanisms to facilitate collaboration across teams, countries and with affiliate teams.

Management: Guarantee that the team of Finance and Grants Compliance Officers have the capacity needed to deliver on their responsibilities, advise management as needed on recruitment, risk identification, skills training and capacity building and help ensure that Oxfam is adequately resourced.

Technical Skills, Experience & Knowledge

- A university degree - or equivalent - in Social Sciences, Business Administration, Law, Economics or International Development or other relevant experience.
- At least 7 years of demonstrable experience and success in engaging with bilateral and multilateral donors for an international agency; demonstrated ability to devise and implement resource mobilisation strategies; and proven ability to identify new business opportunities and partnerships.
- Solid experience, very good knowledge and understanding of the donor and funding context, environment and key players in the specific country.
- Experience, very good knowledge and understanding of the context – and of key issues of development and transition.
- Experience of working with and coaching technical teams to develop complex program proposals that are funded by institutional donors.
- Ability to work within a multicultural, multilingual, and multidisciplinary environment.
- Work effectively with others in a team across institutional boundaries and business units. Proven ability to utilise talent and expertise of team members to achieve objectives.
- Solid understanding and convictions of a rights-based approach and gender sensitive, and experience in the NGO sector.
- Good familiarity with government decision-making processes, both political and technical, including budget processes, appropriation, protocols, and communications.
- Strong verbal and written communication, networking, representational, and negotiation skills. Excellent command of English and French; at least good knowledge of Arabic is desirable.
- Strong writing skills and strong ability to identify and articulate strategic and policy issues through effective oral and written briefs.
- Ability to make effective, timely decisions and take prudent risks.
- Experience of skills capacity building in relation to program funding or related field.
- Good knowledge and awareness of issues related to Oxfam's strategic objectives and theories of change (Desirable)
- Experience with EU guidelines and procedures (desirable)

Application Procedure

Fundraising and Compliance Manager

Interested individuals must send their application (motivation letter & curriculum vitae) no later than **JUNE 27th, 2022** to Recruitment.Naf@oxfam.org

In case further clarifications are needed before the applications submission date, please do not hesitate to contact us via email.

Applicants from diverse backgrounds and nationalities, based in North Africa or elsewhere in the MENA, able to have the work permit to work in Morocco, and/or have proven experience in this region, are encouraged to apply.

Only shortlisted candidates will have their application acknowledged.

Oxfam is an equal opportunity organization