



Senior Resource Mobilization and Partnership Officer

Departement

Resource Mobilization and Partnerships Department

Seniority level

PL5 – mid career

Duty station

Abidjan (Headquarters)

Contract type

Fixed-term

Duration

3-Year Fixed Term Contract

Key tasks and responsibilities

The Resource Mobilization Officer will:

- Task manage specific resource mobilization efforts through statutory and/or non-statutory replenishments, co-financing, fundraising for trust funds, special initiatives and any other innovative partnership mechanisms with the Bank Group's traditional, sovereign partners;
- Oversee the administration, monitoring of these funds as well as their disbursement, so as to ensure organizational compliance with Donors' financial and programmatic reporting requirements
- Conduct consistent monitoring and evaluation activities of Donor-funded activities and preparing progress/ financial reports to the respective Donors
- Provide internal stakeholders with technical advice and information on development partner funding priorities
- Contribute to key processes during the African Development Fund cycle, including replenishment, resource allocation, monitoring and reporting
- Assist in the organization of regular internal and external outreach events to explain the activities of the different funds and key drivers of the allocation system
- Participate in and contribute to key partnerships meetings to seek for new resource mobilization and partnership opportunities for the Bank Group
- Contribute to the conceptualization, elaboration and presentation of Bank Group resource mobilization and negotiation documents; elaborate policy and strategy papers relevant to resource mobilization and/or negotiation process
- Contribute to the development of strategic options for positioning the Bank Group in the global aid architecture, mobilizing and deploying its resources, by contributing to the planning, conceptualization, elaboration and presentation of the Bank Group key resource mobilization and negotiation documents
- Assist in elaborating Division's objectives, work programs and their execution while ensuring that deadlines are met and that outputs meet the highest technical standard

Requested profile

Education

Hold at least a Master's degree or its equivalent in either social sciences (economics, politics, sociology, etc.), finance, public policy, international affairs, law and/or other relevant fields

Experience / Knowledge / Skills

- Have a minimum of five (5) years of relevant experience at national and international level, of which at least two to three (2-3) must be related to resource mobilization and/or partnerships across public, private and/or non-profit sectors along with established operational track record in achieving results.
- Demonstrable knowledge of international development financing and the global funding architecture, particularly as related to the Addis Ababa Conference on Financing for Development.

Language

Excellent spoken and written English or French with preferably working knowledge of the other.

Other information to be included

Knowledge of the African Development Bank's various financial instruments, policies as well as of its resource mobilization and on-lending activities is an added advantage.