

Consultant Specification



Title:	European Fundraising Manager - Consultant
Responsible to:	Head of Europe Region
Location	Home – based (occasional travel to Brussels required post-pandemic)
Responsible for	No line management or Budgetary responsibility
Key Working Relationships	Europe region Programme Coordinator and global programmes, Relationship Manager, Europe Region Committee, Global Fundraising team, Europe region Member Organisations
Contract Type	Part Time (3 days a week)
Contract Length	12 months (possibility of extension)
Consultancy Fee	€2,750 – €2,900 per month (pro – rata / dependent on experience)
Closing Date	15 February 2021 (17:00 GMT)

About Us:

Our vision is a world where all girls are valued and take action to change the world. The World Association of Girl Guides and Girl Scouts (WAGGGS) is the umbrella organisation for Girl Guiding and Girl Scouting globally. We are the largest global voluntary movement dedicated to girls and young women, representing more than 10 million girls in 150 countries. Through our organisational mission, we empower girls and young women to develop their fullest potential.

The Europe Region works to deliver tailored services to the 41 Member Organisation's in the region. The small staff teamwork with regional volunteers and external partners to provide pan-European events, capacity building opportunities and resources. In addition, the region acts as a conduit to implement global programmes at the national level with Member Organisations who seek support.

Consultancy Purpose:

You will bring added value to the Europe region by increasing the income primarily from EU and European governmental institutions. This funding will enable the region to deliver its regional plan more effectively in several ways. You will focus most of your time on targeting structural and administrative grants to bolster the current operational work which underpins the region's support to its Members Organisations. In addition, you will target grants which support and develop specific projects and programmes

Consultant Specification



that respond to the needs of our European Members Organisations. Where capacity permits, you will develop other institutional funding opportunities from Trusts & Foundations in collaboration with the global fundraising team.

You will be expected to have good knowledge of the European Institution's funding mechanisms and be well-versed in grant reporting writing and management. You will need to work closely with the region's Relationship Manager to understand the needs of the European Member Organisations and with the region's Project Coordinator to understand WAGGGS' current global programme portfolio.

You will need to build a good working relationship with the global Trusts & Foundations team to maximise the potential of funding opportunities identified at the global level which target European beneficiaries. You will also be expected to highlight any potential opportunities with the global fundraising team that could benefit WAGGGS' work outside of the Europe region.

Consultant specifications:

- 1) Manage the stewardship of a small portfolio of current grants from the European institutions. This includes grant application and report writing and working with the finance team to ensure the correct reporting of donor income.
- 2) Develop the portfolio of grants from European governmental institutions to raise funds for the implementation of the region's plan. This will include fundraising for specific regional events particularly in capacity building, leadership and youth action.
- 3) Initiate and develop new relationships with the fundraising teams from our Member Organisations in the region which have well-established national fundraising networks. Map and identify potential new institutional donor opportunities from European governments and Trusts and Foundations for Europe focussed programmes.
- 4) Work with programme colleagues and our European Member Organisations to develop funding propositions which deliver against WAGGGS' strategic objectives, while aligning with donor priorities. Ensure the propositions are deliverable, measurable, and accurately costed. Develop these propositions into persuasive and compelling funding proposals.
- 5) Support the Head of Region to identify where senior staff and volunteers can initiate or strengthen strategic relationships with donors to benefit programme and business development opportunities at a regional level.

Consultant Specification



- 6) Support budget management and the development of accurate income forecasts based on the current WAGGGS Europe funding portfolio and sector knowledge on institutional funding for European projects and programmes.
- 7) Ensure that up-to-date records are kept for all donors in the portfolio, and that all data is compliant with data protection policies.
- 8) Represent the organisation and participate in external events to promote WAGGGS' interests, brand and mission, and to extend the influence and voice of the organisation and the wider movement.

Key skills & experience required:

- Fluent in written and oral English, French desirable.
- A good understanding of the European institutional landscape, ideally in the youth, gender and NFE sector, as well as knowledge of trends and best practice in working with international foundations.
- Proven track record in writing successful grant applications and reports for European governmental agencies.
- Ability to put together persuasive fundraising proposals from scratch, including detailed budgets.
- Experience in developing funding pipelines and negotiating and securing new Trust and Foundation partnerships.
- Demonstrable success in developing and managing multi-stakeholder and cross-cultural partnerships.

How to Apply

If you are interested in this consultancy position, please submit your offer via our recruitment portal. Please submit the following.

- 1) Your most recently updated CV (no more than 3 pages)
- 2) A cover letter (no more than 2 pages) with the following:
 - Your expression of interest
 - Capability Statement

We reserve the right to change the closing date depending on the number of responses received. Please submit your application as soon as possible to ensure it is considered in the selection process.

If you have a disability and can demonstrate that closing this post early would impact on your ability to apply in time, please contact our Human Resources team (hr@waggs.org) to request arrangements for an application to be submitted within the original time-frame.