

Beneficence International Trust (BIT) is seeking to hire a competent **Resource Mobilization Officer** to facilitate its fundraising efforts. The officer is expected to contribute towards improvement of financial sustainability of the organization by designing and writing grant proposals to potential partners (government, private sector; development partners among others); identifying and seizing fundraising opportunities; diversification of funding streams for the organization and establishing value-adding contacts and relationships for the benefit of the organization. The officer will also be expected to understand reporting requirements for various partners; develop and implement monitoring and evaluation systems to ensure impact and effectiveness of the organization's programmatic work; Work closely with other staff in regard to conceptualization; planning, writing, reviewing; communication and submission of the relevant documents for a targeted resource mobilization initiative.

Key Responsibilities

1. Developing, implementing and monitoring fundraising strategies, that includes yearly targets to meet the financial needs of the organization
2. Approaching and raising funds from private sector, development partners/donors, Kara membership among others
3. Conducting research on potential donors/partners such as trusts, foundations, companies and finding a match with partners whose funding criteria match the organization's vision and activities;
4. Developing, managing and updating corporate contacts and maximizing the relationships for the benefit of BIT
5. Developing annual work plans based on the approved strategy together with revenue and expenditure budgets for each fundraising initiatives;
6. Developing and coordinating web-based fundraising, if needed;
7. Being current and up to date with available fundraising initiatives and legal issues affecting corporate fundraising;
8. Ensuring all partners receive appropriate and timely reports and updates;
9. Sensitizing and training other staff members on fund raising skills and strategy in order to build an effective fundraising team.

Qualifications for the Resource Mobilization Officer

1. Bachelors/ Degree or Diploma in Development Studies; Social Sciences or related field from a recognized Institution Possession of additional programme & resource mobilization training will be an added advantage.

2. At least 3 years' experience in programming and fundraising for Civil Society Organizations/NGOs. Experience in fundraising for a membership organization will be an added advantage.
3. Proven proposal writing skills and evidence of successful resource mobilization initiatives undertaken
4. Demonstrable ability to develop relationships and networks that are of value to organization fundraising initiatives
5. Demonstrable coordination skills and understanding of non-governmental project management cycle
6. Proven ability to work and deliver within strict deadlines and manage conflicting priorities
7. Proven self-drive and ability to play a leadership role within an organization

How to apply: Interested candidates should send a Cover letter and a CV highlighting their suitability to: jwakili@gmail.com