

## Regional Resource Mobilization Consultant, NCA Sahel

### 1. Context

*NCA's presence in the Sahel dates to 1984, and presently implements programs in Mali and Burkina Faso. The main office is located in Mali's capital, Bamako, with humanitarian and development interventions in the Malian regions Kidal, Menaka, Gao and Mopti. In Burkina Faso, the office is implementing programs in the regions Boucle du Mouhoun, Est and Cascades. For the strategic period 2020-24, NCA Sahel's thematic programs are Climate Resilient Water, Sanitation and Hygiene (WASH), Gender-Based Violence (GBV), Sexual and Reproductive Health (SRH) Peacebuilding and Strengthening Civil Society. Development programs are implemented in close cooperation with civil society and faith-based organizations. For both development and humanitarian programs, NCA Sahel applies a conflict sensitive approach. The aim is to contribute to positive changes in the lives of poor and conflict-affected people regardless of their religion, ethnicity, political opinion, gender, or sexual orientation.*

### 2. Scope of the consultancy:

NCA Sahel is seeking a part-time Regional Resource Mobilizer consultant. As our **Regional Resource Mobilization Consultant, you will cover two countries (Mali and Burkina Faso)**. You are responsible for leading the expansion and diversification of NCA Sahel's grant portfolio, as well as increasing NCA staff's competence in proposal development and writing. By building on experience with donor strategies, priorities, and requirements, you identify new funding and programmatic opportunities and successfully lead proposal development processes. You engage with potential partners and donors at local and regional levels to prepare for partnership/funding purposes.

### 3. Objectives:

- 3.1. To review and update NCA Sahel's donor mapping and plan.
- 3.2. To develop concept notes based on key NCA Sahel project experiences, showcasing best practices, in close collaboration with programme coordinators and HO thematic advisors and aligned with donor priorities.
- 3.3. To identify new funding opportunities and lead proposal development.
- 3.4. To build and strengthen proposal writing capacity in the NCA Sahel programme team.

### 4. Methodology:

You will be based at the regional office in Bamako, but with occasional travels to Burkina Faso. You will report to NCA Sahel's regional director and work closely with the Programme Manager and his team in Bamako, and with the Head of Mission in Burkina Faso.

You are expected to be self-going and to work independently without close supervision.

## 5. Calendar

The assignment should start following the signing of contract (expected mid-March) and end by the 31<sup>st</sup> of December 2024.

The consultant should be available to NCA a minimum of two full workdays per week but should be flexible and able to adapt to periods of higher intensity and workload.

Key deliverables and deadlines will be identified and agreed upon during the first two weeks of the consultancy period.

## 6. Responsibilities

The specific responsibilities of NCA and the consultant are:

Responsibilities of NCA:

- Provide all necessary documentation to the consultant.
- Provide security updates and guidance as necessary.
- Provide full logistical support, including regional travel and accommodation in NCA staff houses in Bamako and Ouagadougou as necessary to complete the mission in the Sahel region.
- Provide the consultant with NCA's code of conduct and security policy.

Responsibilities of the consultant:

- Deliver products according to the agreed plan and deadlines, and as described in the objectives above.
- Maintain regular communication/updates with the NCA Sahel Senior Management Team (SMT) led by the Regional Director.
- Respect NCA's code of conduct and security policy.

## 7. Profile of Consultant

You are focused on results and constantly in search of new funding opportunities while ensuring involvement from colleagues and partners, you remain focused on timeliness and the quality of the final product. Although working under high pressure, you maintain a collegial and diplomatic tone, balancing team, and individual work. You enjoy sharing your knowledge and experience with others, while also learning from them.

You are fluent in English and have a **good working knowledge of French** (min B1).

You will be attached and reporting to NCA's regional office in Bamako, but with regular visits to NCA's office in Burkina Faso.

- Masters' level or equivalent in development studies, social studies or another relevant field.
- Extensive experience with funding and donor relationship management may compensate for lack of a degree.
- Solid experience with program development, preferably in a complex humanitarian environment.
- Successful track-record with proposal development including narratives, budgets, and results-frameworks.
- Proven experience with networking, donor relationship building and coordination.
- Fluent in English and good working knowledge of French (min B1).,
- Good analytical skills
- Excellent planning skills
- Strong communication and coordination skills across organizational functions.

The successful candidate will be required to sign the ACT Alliance Code of Conduct as part of the contract for this mission.

## 8. Applications

Interested candidates should make an application consisting of the following documents:

- i) Application Letter and CV (Detailing all previous evaluation experience)
- ii) Technical proposal (maximum of 2 pages), including a proposed work plan and calendar
- iii) Financial proposal: including daily consultancy rate, regional and international travel related costs, communication etc. The budget should clearly present the proposed daily consultancy rate separately.
- iv) Three references

Applications should be sent to the following email addresses [vis@nca.no](mailto:vis@nca.no) and [fat@nca.no](mailto:fat@nca.no) no later than 17h00 (Bamako-time) on the 10<sup>th</sup> of March 2024.