2-month Consultancy - Fundraising

May 2020 – July 2020

**Background**

Founded in 2000, the Parliamentary Network on the World Bank & International Monetary Fund is an independent, non-governmental organization that provides a platform for parliamentarians from over 140 countries to advocate for increased accountability and transparency in development cooperation. The Parliamentary Network --via its international secretariat, regional chapters and country chapters-- reaches over 1000 parliamentarians in Africa, Asia, Europe and the Americas.

The Parliamentary Network has a specific focus on multilateral aid and a sub-focus on the work and modus operandi of the World Bank Group and the International Monitoring Fund. It provides a tool for MPs and civil society to hold to account their own governments, as well as International Financial Institutions (IFIs), for development outcomes.

Through a number of policy resources, international conferences and field visits, The Parliamentary Network supports parliamentarians in their advocacy for good governance and increased aid accountability, in particular by fostering the oversight role of parliaments and civil society, most notably in the global south.

Additional information is available at [http://www.parlnet.org](http://www.parlnet.org).

**Duties & Accountabilities**

The incumbent will be part of the Parliamentary Network Secretariat and will report to the Coordinator of the Secretariat. His/her principal accountabilities will be as follows:

- Identify and monitor donor requirements and priorities.
- Liaise with funding agencies to implement proposal and reporting requirements.
- Write core-funding and topic-specific funding proposals.
- Participate in donor meetings.
- Upgrade PN monitoring and evaluation tools.
- Ensure that advocacy campaigns and policy products are evidence-informed.
- Integrate case studies for use in reporting and proposal documents.
- Be prepared to travel when needed.
- Perform other duties as required.

**Selection Criteria**

- Fluency in English and French with excellent drafting skills in both languages.
- Master’s Degree in political science, international relations or economy.
• At least two years of relevant work experience, preferably with Parliaments and/or NGOs.
• Proven track record and experience in successful fundraising missions and initiatives.
• Very good policy level understanding of international development and finance.
• Self-starter personality; willing and able to work effectively under pressure and as part of a small team in a multicultural environment.
• Effective communication and networking abilities.
• Excellent organizational skills coupled with a strong drive for results and an excellent sense of client orientation.
• Established record of reliability and strong sense of responsibility; mature and flexible personality.
• Proven proficiency using standard software packages (Word, Excel, PowerPoint…).

**Location**

Paris, France.

**Start date**

May 2020.

Please send your application (motivation letter, curriculum-vitae and two references) by 25 May 2020 at 06.00 pm Paris time to givanova@parlnet.org. It is imperative that the subject line of your e-mail indicates the reference “CONSULTANCY 202005”. Your application will not be taken into consideration if this information is omitted from the subject line of your e-mail. Applications with no references or motivation letter will not be considered as well.

Due to broad interest in the Parliamentary Network and the large number of applications received for each position, we cannot deal with telephone and e-mail enquiries.

Please note that only applicants who succeed in initial screenings will receive a response and will be requested to submit writing samples in English and French.

Remuneration based on experience. A commission resulting from successfully raised funds will be added to the contract.