

Grants Acquisition Manager, WV Solomon Islands

Location: [Asia & Pacific] [Solomon Islands]

Town/City: Honiara

Category: Marketing and Resource Development

Job Type: Fixed term, Full-time

***Please submit your CV in English.**

PURPOSE OF POSITION:

Established in 1950, World Vision (WV) is an international Christian humanitarian organization, dedicated to working with children, families and their communities to overcome poverty and injustice. The global WV partnership has approximately 40,000 staff in nearly 100 countries. World Vision Solomon Islands' (WVSI) work is funded only through grants, with our community-focused projects generally having a duration of one to five years. Our portfolio of programs

is characterized by diversity, covering multiple sectors. Our partnerships with communities are multi-dimensional and long-term. Over the last 38 years, WVSI has had a wealth of experience implementing projects from multiple donors across a wide range of sectors including health and WASH; livelihoods and economic development, education, gender based violence reduction, disaster risk reduction emergency responses and more. The purpose of the Grants Acquisition Manager (GAM) position is to lead resource acquisition for World Vision Solomon Islands, securing sustainable grant funding for all project activities and ensuring consistent compliance with World Vision International (WVI) accountability mechanisms. This role will be responsible for:

- Leadership in acquiring and managing institutional donor grants and private funds according to donor and WV accountability standards;
- Leadership in developing evidence to enhance technical brand attributes that are important to key institutional donor audiences
- Liaison with donors,, World Vision support offices, and regional office personnel for key positioning opportunities;
- Leadership ensuring that grant opportunities align and remain accountable to WV International, WVSI , Solomon Islands Government, and donor strategies & guidelines,
- Leadership and representation on the WV Solomon Islands Senior Management Team,

- Support to key programming functions , including project design (with Program Quality team), project start-up and hand-over (with Operations Team), budget development (with Finance team) and other critical project requirements as aligned with strategic objectives.

This position will ensure that all projects and programs achieve the greatest impact on the well-being of children. This will also help WV and its partners in Solomon Islands to achieve their objectives so that World Vision is seen as a partner of choice for Support Offices and Donor Agencies. The GAM position a member of the WVSI Senior Management Team and plays a central role in the implementation of country strategy and business planning. As a member of the Senior Management Team, the position holder will work closely with Country Director, Operations, and Finance to review strategic intent and grant priorities.

KEY RESPONSIBILITIES:

Acquiring and Managing Grants:

- Acquiring and Managing Grants for WVSI and emphasis will be made on the emerging donor such as; US Government grants, EU, and UN Funding. Regular Meetings will be made with the emerging donor and share with the Support Offices.
- Manage the concept development, proposal formulation, and submissions stages of resource mobilisation. (e.g. consultation with key stakeholders in-country including staff, local government, donors, etc. to formulate programmatic ideas and directions that fit with WVSI strategic areas of focus [both sector and geographic] and donor requirements).
- Review calls for proposals and recommend whether WVSI should pursue funding opportunities using the Go/No Go Process.
- Ensure budgets are competitively costed within donor requirements, in partnership with Finance Manager.
- Ensure that donor requirements and standards are well understood by PQ/Operations and project staff and a clear hand-over process is conducted for the implementation team, including conducting grant inception workshops and producing donor requirement 'cheat sheets' as required.

Relationship Management and Representation:

- Act as the primary liaison for WVSI's relationships with Support Offices with relation to all new grant opportunities and designs. Ensure effective collaboration and regular communication with Support Offices.
- Regular Meetings will be made with the emerging donor and share with the Support Offices. The GAM Manager will

support the pipeline analysis by; keeping the established and UN funding stable and thoroughly working on getting the emerging funding growing and capacity building, and lesson learns sessions.

- Strategically manage and nurture major donor investment in WSI in partnership with National Director.
- Maintain detailed knowledge of context in which programming occurs, impacts being achieved, and challenges being addressed by WWSI programs.
- Working closely with the Country Director, continue to update/revise supporter engagement strategy and practices to adapt to changing context.
- Work closely and effectively with a broad breadth of staff (from project based field staff to high level technical advisors) to ensure effective understanding of grant requirements, especially in early stages.
- Ensure that WWSI is represented at appropriate regional or Global World Vision Grants Acquisition, Operations and Program Quality related meetings.
- Represent WWSI at national donor meetings, joint agency assessments and task forces, developing and maintaining good relationships as necessary.

Strategic Thinking, Accountability, and Training:

- Lead the development of the Grants Acquisition and Business strategy and related business plans for the country, ensuring alignment with all relevant strategies (WVI, WWSI, SIG, donor, etc.)
- The position is to work with the operations team and program quality to work on good evidence of impact in gender programming and a growing portfolio on climate adaptation and conservation.
- Provides the Senior Management Team (SMT) the necessary Acquisition data and analysis that can influence effective decision making for the overall good of Solomon Islands programming initiatives.
- Ensure all internal and donor accountability requirements are met for grant acquisition and management. This includes but is not limited to serving as the main user for updating the Horizon grant and active project data management system.
- File all Acquisition-related documentation appropriately, ensuring relevant content on the shared server is up to date.
- Provide donor related training to staff as required.
- Encourage the full and appropriate expression of World Vision's Christian identity.

Other:

- Disaster Response: able to deploy as required in the event of an emergency response.
- To lead potential US Government/EU consortia proposal development submission in the Pacific (with WVV and WVSI).

KNOWLEDGE, SKILLS & ABILITIES:

- Knowledge of program development and design, resource acquisition, major donors and multi-laterals and donor relations.
- Strong planning, organizational and management skills and ability to prioritize and handle multiple tasks.
- Strong relational skills, especially in a cross-cultural environment.
- Ability to maintain calm and work under pressure to strict deadlines.
- Eagerness for learning.
- Competent in use of Microsoft Office computer programs.
- Demonstrated 3-5 years' experience in successful proposal writing, funding acquisition, and donor relations.
- At least 5 years' experience in program or project design, assessment, implementation, monitoring, evaluation and report writing.
- Demonstrated ability to work well with others and build capacity of others in a manner than honours their strengths.
- Ability to solve problems, persuade, network and negotiate.
- Bachelor's Degree in Development Studies, Business Administration, a technical field (e.g. Public Health, Economic Development, WASH) or related field.
- Excellent written and oral English communication skills.

Preferred:

- Master's Degree in Development Studies, Business Administration, a technical field (e.g. Public Health, Economic

Development, WASH) or related field.

- Native English Speaker.
- Proficient Pijin Speaker.