

### Consultants Open Call – Fundraising/Resource Mobilisation (Roster)

FORUM-ASIA is looking for experienced Fundraising Consultants to conceptualise and develop competitive donor proposals. Consultants will contribute to diversifying the donor base and increasing the financial sustainability of the Organisation.

Selected candidates will be working with FORUM-ASIA's Resource Mobilisation Unit and in consultation with FORUM-ASIA staff and senior management team (SMT), members and potential partners. They will coordinate the development of proposals in a consultative manner and in accordance with internal Resource Mobilisation Process Guidelines.

The ideal candidates will have relevant experience and skills in project conceptualisation, design and drafting; organisational budgeting; logical framework and; results-based management. Extensive experience working in the human rights nonprofit sector is essential.

Interested applicants are requested to fill in the Application Form and return it by email together with CV, your portfolio and a cover letter (all in .pdf files) to [info@forum-asia.org](mailto:info@forum-asia.org) with subject: **Fundraising Consultant Application\_NAME** in the subject line

<b>Positions</b>	Fundraising Consultants
<b>Location</b>	Flexible
<b>Duration</b>	On a project basis
<b>Remuneration</b>	On a project basis
<b>Roster Open Call</b>	Applications will be accepted on a rolling basis
<b>Interview dates</b>	Selected candidates will be contacted when a funding opportunity is deemed worth pursuing, and when the SMT feels the need to request the assistance of fundraising consultants.

#### About the Organisation

The Asian Forum for Human Rights and Development (FORUM-ASIA) is a membership-based regional human rights organisation founded in 1991 with the mission to promote and protect all human rights, including the right to development, through collaboration and cooperation between human rights defenders and organisations in Asia.

At present, it has 81 member organisations across 21 countries in Asia working on a wide range of issues related to human rights, democracy, and development in their respective countries. Its regional Secretariat is located in Bangkok, Thailand, and has offices in Jakarta, Geneva, and Kathmandu.

FORUM-ASIA is committed to building a peaceful, just, equitable and ecologically sustainable community of peoples and societies in Asia where all human rights of all individuals, groups and peoples—in particular, the poor, marginalised and discriminated peoples—are fully respected and realised in accordance with internationally accepted human rights norms and standards. It advocates human rights issues through engagement with governments, inter-governmental organisations and the United Nations for the better promotion and protection of all human rights.

FORUM-ASIA has special consultative status with the United Nations Economic and Social Council (ECOSOC) and the ASEAN Intergovernmental Commission on Human Rights (AICHR).

All qualified individuals regardless of age, race, colour, sex, gender orientation, religion, national origin, disability, or veteran status are encouraged to apply.

Find out more about FORUM-ASIA at :

[www.forum-asia.org](http://www.forum-asia.org)

[www.facebook.com/FORUMASIA/](https://www.facebook.com/FORUMASIA/)

[www.twitter.com/forum\\_asia](https://www.twitter.com/forum_asia)

[www.instagram.com/forumasia.humanrights/?hl=en](https://www.instagram.com/forumasia.humanrights/?hl=en)

### **Qualifications Required**

#### **General qualifications**

- Bachelor's degree or higher in the field of human rights, development studies, politics, economy, international relations, management, or in finance, accounting, business administration or related area;
- In-depth knowledge of fundraising dynamics in the human rights NGO sector;
- Ability to work in a multi-cultural context;
- Good organisation, scheduling and time management skills;
- Familiarity coordinating with multiple stakeholders who have vested interests towards a common goal;
- Outstanding communication and writing skills in English;
- Strong analytical skills;
- Accuracy and an eye for detail;
- Ability to work under pressure and meet demanding deadlines;
- Professional affiliations and licenses an asset;
- Formal training on fundraising an asset.

#### **Specific qualifications**

- A minimum of 5 years of professional experience in fundraising for non-governmental organisations;
- Advanced understanding of international human rights standards, mechanisms and practices;
- Expertise in current human rights issues and trends, social and political context in Asia;
- Track record of securing funding for multi-million dollars projects;
- Experience in forming consortia with multiple organisations across different jurisdictions to bid for competitive call for proposals.

#### **Desirable selection criterion**

- Extensive experience and particular expertise in the development of detailed multi-million dollars budgets for funding proposals for the UN/INGOs.