

Consultant for Developing a Resource Mobilisation Strategy

The UNESCO Institute for Statistics (UIS) is the official and trusted source of internationally-comparable data on education, science, culture and communication. As the official statistical agency of UNESCO, the UIS produces a wide range of indicators in UNESCO's fields of action by working with national statistical offices, line ministries and other statistical organizations. The UIS Director serves as the Organization's chief statistician.

The UIS:

- Develops, produces and analyses cross-nationally comparable data in UNESCO's fields of competence so that countries can benchmark their progress towards their development goals;
- Develops innovative methodologies and international standards that meet the changing policy needs of countries;
- Serves as the neutral broker and trusted source of support and guidance for countries looking to improve the measurement of critical issues, such as learning outcomes;
- Provides a range of technical services and tools to countries to produce and use high-quality data for effective policymaking; and
- Advocates for the production and use of data as a public good to spotlight issues and regions needing greater support from the international community.

The UIS is a category I institute within UNESCO that has its functional autonomy in matters of fundraising. It is governed by the Governing Board that is composed of 12 members, 6 of whom are appointed by the Director-General of UNESCO, and the other 6 are elected by the UNESCO General Conference.

The UIS is seeking to hire services of an individual consultant to develop a comprehensive resource mobilisation plan, within a six (6) months period. The consultancy is home-based with two (2) or three (3) travels to UIS (to be discussed). Travel costs will be calculated and paid as a lump sum in accordance with UNESCO travel rules for Consultants.

Objective

The goal is donor diversification of income and decreased dependence from UNESCO Member Fees with clear targets for contributing towards sustainable funding of UIS core work, as well as defining a scope for innovation and repositioning of the UIS in the international arena.

Specific Objective

The specific objective of the strategy is to increase sustainability of the organization.

Expected Outcomes

- A fundraising strategy for the UIS
- Increased non-Member State related income for the UIS
- Users of UIS data products, methodologies, and services recognize UIS as a high quality dynamic and innovative organization and use its data in an effective way.
- Donors and Member States recognize the UIS as an effective standard setting organization that shapes the market

The activities will focus on:

1. Mapping UIS products and services and identifying funding gaps.
2. Mapping donor interests, priorities, funding windows and points to clear actions that should be taken to mobilize funds and develop/maintain relationships with these donors.
3. Identifying suggested **mechanisms for system---level resource mobilisation** and the **strategic expansion of funding**, including through innovative financing initiatives and mechanisms to stabilize the flow of funds, with a focus on both traditional and non---traditional funding sources.
4. Developing a proposed plan for financial stabilization.
5. Providing **strategic guidance on system level resource mobilisation initiatives** that have the potential to deliver added value in the CGIAR context, including identifying opportunities to provide improved monitoring of financial resources, timely intelligence on budgetary outlook, and other system level functions.
6. **Consulting with and gathering information** from resource mobilisation functions and other entities across the System in support of the above responsibilities.

Deliverables:

1. A comprehensive resource mobilisation strategy that includes an overview of the situation, a critical analysis of past fundraising experience, explores future opportunities and strategies, details workflow processed and mechanisms for contribution management and outlines a time-bound action plan (with key responsible focal points) to systematically research and raise funds for key UIS results.
2. An annex that maps donor interests, priorities, funding windows, typical funding amounts, focal points, samples of successful project applications, and points to clear actions that should be taken to mobilise funds and develop/maintain relationships with donors.
3. An annex that outlines a series of fundraising materials (print and digital) that need to be produced to secure funding/raise the profile of key UIS results, including website content and signage throughout UIS office.
4. A high-level dashboard providing a single consolidated view of all fundraising activities from initial concept through the various stages to funding secured and then funding disbursement and project implementation.
5. An action plan that outlines clear time lines for the action proposed.
6. A plan for building the capacity of key staff in mobilising and leveraging resources and developing and maintaining partnerships for the UIS at both the global and regional level.

Required qualifications

Education:

- Advanced university degree in Political Science, Social Studies, Communication, Journalism, Public Relations, Social Sciences, Development, Planning, Business Administration, communication or a related field.

Work Experience:

- At least fifteen years experience in the development sector, preferably in fundraising, resource mobilisation or partnership building ideally including proposal and report writing.
- Experience of UN system operations and donor assistance in both normal development and post-conflict settings.
- Knowledge of the UNESCO Institute for Statistics Medium Term Strategy (MTS) and Mission is a strong asset.

Skills:

- Proven ability to coordinate processes managed by others and to influence compliance with conflicting demands.
- Advanced ability to express clearly and concisely ideas and concepts in written form; specific skills in report writing and editing.
- Proven ability to conceptualize, plan and execute ideas.
- Proven ability to effectively manage relationships with donor partners and potential donor groups.
- Ability to organize meetings, calls and documents that may require the input of multiple sources
- Proven ability to work both independently and as part of a team.

Language Proficiency

- Fluency in English is required. Knowledge of French is considered as an asset.

How to apply

Qualified candidates are requested to submit:

- Expression of interest / motivation letter;
- UNESCO CV Format (available at https://en.unesco.org/file/353842/download?token=C7_GnxP5)
- Curriculum Vitae;
- An outline of the approach/methodology to the deliverables listed above;
- The amount to be charged for the assignment expressed as a lump sum in US dollars;
- References and/or Reference Letters.

Your proposal and any supporting documents must be in English.

Address email to: uis.procurement@unesco.org by 18 November 2018 (midnight, Montreal time).
Kindly use as email subject header: FAMILY NAME RESOURCE MOBILIZATION CONSULTANCY.

ⁱ The timeframe for the deliverables will be discussed and agreed with the selected consultant after review of proposed methodology.