

Person specification:

Regional Fundraising Manager



Introduction

At MSI Reproductive Choices (MSI), our mission, 'Children by choice, not chance', is at the heart of everything we do. We provide high-quality contraception, safe abortion, and post-abortion care services, and conduct advocacy to create an enabling environment for safe access for all. All team members must support us in our mission.

We want individuals who believe in our mission and who can clearly describe how and why they feel that what MSI does is important. To achieve this, every candidate is given the opportunity to provide their thoughts and opinions on our mission statement in the online application form. We only consider applications from candidates who are aligned with MSI's mission and vision to eliminate unsafe abortion in the countries where we work.

For this reason, only **fully pro-choice candidates** will be considered for any role within MSI. Please ensure that you read the MSI Candidate Pack carefully, prior to applying.

MSI is committed to creating an inclusive environment with a workforce which is representative of the communities we serve. We're proud to be an equal opportunities employer and give equal consideration to all qualified applicants without regard to race, ethnicity, religion, gender, gender identity or expression, sexual orientation, national origin, disability, or age. MSI is committed to safeguarding and promoting the welfare of all team members and clients, with a focus on vulnerable groups. MSI committed to compliance with all fair employment practices including citizenship and immigration status.

Please note this role will be subject to full pre-employment background checks which may include, but is not limited to employment references, right to work verification, adverse financial checks, basic criminal record checks and risk database screening checks.

Key Skills

To perform this role, it is **essential** that you have the following skills:

- Excellent verbal and written English/French communication skills
- For the West Africa based position a high level of spoken and written French proficiency is critical
- Strong project management skills with demonstrable ability to meet deadlines and perform under pressure
- Ability to multi-task, problem solve, and prioritise in order to manage multiple and competing demands from internal and external clients
- Strong presentation, training, analytical and strategic skills
- Ability to organise/present complex information in a visual and compelling way to different audiences
- Ability to take initiative and achieve results with limited supervision;
- Strong attention to detail and follow-up;
- Demonstrated reputation for consistently delivering results to a high standard ;
- Excellent IT skills: MS word, MS Excel and PowerPoint

Key Experience

All MSI Reproductive Choices person specifications are subject to a language neutrality test prior to approval and we're always looking for new ways to make our recruitment process as fair and unbiased as we can. If you'd like to provide feedback on MSI Reproductive Choices recruitment process, please do so via email to

recruitmentinbox@msichoice.org

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To perform this role, it is **essential** that you have the following experience:

- Extensive experience working in business development or fundraising in the international development, humanitarian or climate change sectors
- Proven successful engagement with donors, with clearly secured funding outcomes
- Proven experience in maintaining and developing the donor relationships necessary for effective fundraising
- Experience developing regional and country level fundraising strategies;
- Developing and delivering engaging presentations and pitches
- Proven experience in the design and delivery of training and capacity building workshops
- Experience in proposal writing and budgeting
- Proven relationship building skills and ability to work jointly and effectively in cross-cultural settings and with a wide variety of stakeholders
- Confidence and ability to represent organisational interests in external meetings and fora.
- Demonstrable success in influencing internal and external stakeholders.

Personal Attributes

MSI Reproductive Choices is dedicated to equal opportunity for all and recognises that every individual is unique. Whilst we always seek to embrace individual differences and celebrate the diversity of our workforce, we also want to ensure that every team member is suited to their role and that they are given the best opportunity to succeed.

The personal attributes described below have been developed in accordance with the job description and other contextual factors relating to the role and are considered **essential**.

For this role, we're looking for an individual who is:

- Pro-choice;
- Team player, energetic, enthusiastic, and positive;
- Quality-focussed and results-orientated;
- Resourceful and takes initiative;
- Highly organised and action orientated;
- Determined to succeed;
- Self-awareness;
- Willingness to travel required (approximately 10% travel).

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