



At Oxfam Intermon, we are people who believe in justice and solidarity, and work to change the world. We are acting in a comprehensive way in around fifty countries of Africa, Latin America and Asia, working on more than 500 development and humanitarian action projects, we promote fair trade and social awareness and mobilization campaigns.

Oxfam Intermon is looking for a Regional Fundraiser for the Hecam Region, based in Burundi (Bujumbura), under the direct supervision of the Regional Operations Manager in the headquarters.

Key Responsibilities

Analyze the trends and opportunities related to donors, in order to set up the funding strategies in the region.

Identify the programmes funding needs in the countries under his/her responsibility.

Identify new funding opportunities, including multi-country proposals. Match the needs within the region (projects, programmes, research, campaigns and trainings) with donors' priorities and requirements.

Work effectively together with other Oxfam affiliates in the region, in order to assure the funding of the region's programmes and to guarantee a correct coordination between the affiliates and with the donors

Follow-up the teams in the elaboration of complex proposals, specially multi-affiliates and multi-countries, so donors' requirements and internal procedures are guaranteed. Assess and strengthen their capacity in the planning, securing and management of restricted funds, through formal training or technical guidance. Provide and update information about each donor's evaluation criteria and requirements.

Provide information related to grant's management for the financial planning of the countries and the region (call for proposals, proposals' status, finance's requirements).

Guarantee that the approach to donors and the proposal's presentations follow the agreements and norms of Oxfam and Oxfam Intermón.

Represent our institution before donors and in funding meetings, aiming to make visible our work, consolidate good relationship with donors and influence funding's policies.

Experience and Skills

Previous experience in fundraising and/or managing contracts with international donors such as UE/ ECHO, United Nations, bilateral donors, and international foundations.

A previous experience working with other Oxfam affiliates is highly appreciated, also experience in organisations with similar characteristics.

Specific knowledge about design and evaluation of international cooperation projects (development and humanitarian action)

Minimum experience of 2 years in a similar position.

University Degree.

A high level of French and English (both compulsory). Spanish will be a plus.

Motivation for international cooperation, development, and fight against poverty.

Knowledge about the context in the region or in southern countries.

Proactiveness, initiative.

Results-oriented.

Good interpersonal skills and networking capacity.

Availability to travel 60% of time aprox.

Working Conditions

12 months contract.

Annual gross salary: 32.829,46 Euros.

Working place: Bujumbura, Burundi.

60% of time aprox travelling to the countries in the region (South Soudan and Ethiopia), and to the Regional Oxfam Offices (Nairobi).

How to apply

If interested, please send your application to the follow address:

humanitarianstaff@oxfamintermon.org with the subject title "**Fundraiser HECA**" and the post **reference 67/13-14**. The closing date for applications is the 20th November 2013, Oxfam Intermón reserves the right to change this date if necessary.

Only short-listed candidates will be contacted.

Oxfam Intermón is committed to the principle of equality of opportunities between women and men.