

This role sits in our Tanzania Hub and will be based in Dar Es Salaam. There will be travel opportunities to Kenya and Uganda and other international destinations.

ABOUT THE ROLE

Job title	East Africa Resource Mobilisation Manager
Location	Dar-Es-Salaam, Tanzania
Salary	Basic Annual Salary TZS 63,389,882, Employer pension benefits Contribution: 10% of basic salary and House Rent Allowance: 6% of basic salary
Preferred start date	ASAP
Length of contract	2 years (renewable upon satisfactory performance and providing availability of funds)
Visa requirements	Must have the right to work in Tanzania
Reports to	Head of Resource Mobilisation (dotted line to TZ Hub Director).
Direct reports	2 communications staff (Tanzania hub has a comms team currently in intern positions that work as part of the resource mobilisation team)
Expected travel	Expected national and regional travel, and possibly international travel

KEY PRIORITIES

1. Prospecting and donor cultivation:

- Identify, prospect and cultivate funding leads; working closely with the Tanzania Hub
- Develop capacity statements and other fundraising resources which outline our expertise in Tanzania and elsewhere to support donor cultivation
- Provide high-quality relationship and grant management to existing donors for work in Tanzania
- Pitching and promoting our work externally.

2. Development of high-quality concepts, offers and proposals to institutional donors:

- Lead on the development of concepts, offers and proposals which showcase the expertise of the Tanzania Hub and other Hubs and are co-created with young people and youth civil society organisations where possible.
- Supporting on progressing priority global strategy leads and developing concepts and proposals as required

3. Successfully implementing strategy:

- Develop and lead on the successful delivery of Restless Development TZ Hub fundraising plan and objectives.
- Working to achieve the ambitions, objectives and targets outlined in the Global Resourcing Strategy

4. Reporting & Analysis of Programme Funding Performance:

- Ensure the global programme funding pipeline and reporting database is up to date
- Provide quarterly reporting information and analysis for the East Africa Region
- Attend the Quarterly meetings which are a shared leadership space.

5. Collaboration and coordination across the agency:

- Close working with the other Resourcing Managers across the agency
- Attend and co-chair monthly calls with Resourcing staff across the agency to promote a coordinated approach to programme funding across the agency as well as cross-team collaboration
- Provide support to other Resourcing Managers as and where necessary.
- Facilitate learning and sharing between regions to support successful fundraising for the global agency.
- Training of TZ Hub staff teams on relevant resource mobilisation topics.

6. Participation in the TZ Hub Leadership Team

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www.restlessdevelopment.org.





- As part of the Leadership team, the incumbent will participate in Leadership team meetings and weight-in on decisions to be taken for the hub
- Support the Hub communication efforts through the supervision of the communication team
- Support the Hub strategic ambition and development of the Hub new strategy

7. Other:

- Due to the international nature of the role, the East Africa Resourcing Manager will be required to work across multiple time zones. This may mean working evenings on occasion, in order to accommodate reasonable meeting times for the global team. This position may also occasionally be required to work over weekends. In return, we offer flexibility in working hours, and time off in lieu.
- Frequent regional travel and occasional international travel are foreseen as part of this role.

ABOUT YOU

We are looking for people with the right competencies and skills for the role, and who demonstrate the personal qualities consistent with [our Values](#).

Values	Behaviours	What we expect of the Resource Mobilisation Manager - Asia Region
 HEART We are who we serve. We are brave.	Values-led	Embeds a values-led culture within their team; both recognising and rewarding behaviour which upholds the Restless Values and professionally challenging behaviours which do not.
	Innovation	Fosters a climate of innovation and continual improvement across their team. Considers external best-practice when adapting plans; acting positively and quickly to assess and resolve issues.
 HEAD We are 100% professional. We prove that young people can	Delivers Quality	Takes full accountability for performance and value-for-money within their team. Ensures team capacity to deliver quality against strategic priorities, and guides their team to develop solutions for anticipated problems.
	Decision Making	Takes full accountability for managing a budget and/or programme and/or incidents. Considers the organisational vision, Restless Values, external influences, and long term impact when making decisions. Supports more junior staff with difficult decisions.
 VOICE We generate leaders. We are proud to carry the banner for youth-led development.	Leadership	Plays a key role in strategy development. May manage a small team, taking accountability for team performance and creating a compelling leadership vision for their team. Inspires and supports others to take on a leadership role.
	People Development	Drives their own personal development, committing to new challenges which build capacity for the organisation. Supports team members to fulfil their potential through effective performance management, mentoring and other opportunities for growth.
 HANDS We are in it together. We listen and learn.	Effective Communication	Builds consensus and commitment amongst staff and national partners, using effective communication to navigate difficult topics. Coaches others to communicate effectively.
	Collaboration	Utilities their internal and external relationships to enable others to expand their network; creating opportunities for others to broaden their awareness of other parts of the organisation and/or current issues. Cultivates national partnerships.

SKILLS AND EXPERIENCE

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Essential	<p>Experience in institutional fundraising (could be trust & foundation, bilateral, or multilateral funders) including</p> <ul style="list-style-type: none"> • A good understanding of the funding landscape in Eastern Africa, particularly in TZ • A demonstrable track record of developing winning concepts and proposals to institutional donors • Excellent relationship management skills with both funders and partners • An understanding of youth-led development, SRHR, livelihoods, advocacy, securing funding for grassroots civil society organisations, or other areas that Restless Development works on. • Excellent written and spoken communication skills in English
Desirable	<ul style="list-style-type: none"> • Solid understanding of youth and community-led development. • Graduate-level degree in a relevant field of study, or equivalent work experience. • Experience advocating for more equitable funding practises to facilitate youth-led development. • Prospecting and cultivating new institutional fundraising leads • A passion for ensuring young leaders have the resources they need to lead change in their communities in line with the ambitions in our new Global Resourcing Strategy.

Restless Development is an Equal Opportunities employer and welcomes applications from all sectors of the community. Restless Development will ensure that no applicant or staff member receives less favourable treatment on the grounds of gender, sexual orientation, marital status, social status, caste, race, ethnic origin, religious belief, age, HIV status, disability, or any other factor that cannot be shown to be relevant to performance.

WHAT WE DO FOR YOU

Remuneration

We are proud to commit to a transparent global salary scale, ensuring a fair and comparable system of pay across all global locations. In addition to salary, we provide employee National Social Security Fund of 10% of basic salary, 6% of house rent allowance for a Manager, communication reimbursement as per our policies

Values and Culture

At Restless Development, we're proud that the strength and integrity of our Values has been recognised by staff, beneficiaries, donors and others who we work with. Beyond this, we have a culture of recognising and celebrating both our Values and our global achievements with monthly Values Champions and an annual Values Day.

Work-life Balance

It goes without saying that we work hard at Restless Development. We also recognise the importance of helping staff to maintain a positive work-life balance by offering:

- 24 days annual leave (in addition to public holidays and with an extra day of annual leave given for each full year of service, up to a maximum of 28 days).
- Birthday Leave
- Access to flexible working.
- Generous study leave, maternity, paternity or adoption leave, and other leave allowances.

Professional Development

Restless Development is proud to be an employer that recognises potential and invests in the development of its staff. We are committed to the professional development of our staff through

- Empowering opportunities to work on significant projects which stretch and inspire staff – allowing them to develop on the job.
- Regular performance management.
- Training and development opportunities, including supporting our staff to identify mentors both within and outside of the agency.
- Quarterly Staff Workshops for all staff to give and receive agency updates, receive training, and socialise.

Travel and Medical Insurance

For more information on Restless Development's mission, values and work, please visit:

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We provide group medical and accidental policy for staff and their dependents. When travelling abroad with work, all staff will be covered by Restless Development's travel insurance.

KEY DATES

- Please send a completed application form to jobs@restlessdevelopment.org by midnight **Thursday 24th March**. Please note that we do not accept CVs, resumes or covering letters.
- Interviews are scheduled to take place **week commencing 28th March**.