



YORO
Striving for
Sustainable Relief

St. Kizito Business Complex
P. O Box 92
Juba - South Sudan
Tel: +211 (0) 919 100 907
Email: info@yoro.org

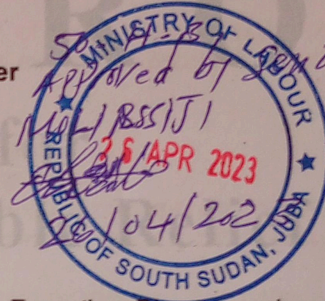
Job Description

Background

Youth Relief Organization, abbreviated as YORO is a national Non-Governmental Organization registered with the Relief and Rehabilitation Organization under Chapter 3, Section 10 of the NGOs Act 2016, with registration number 4740. The organization has its headquarters in Juba – Republic of South Sudan, with, at present one field office in Yambio, Western Equatoria State. It intends to open field office locations in Torit, Malakal, Aweil and Bentiu. It's key thematic areas are Education, Wash, Health, Nutrition, Food Security and Livelihoods.

YORO intends to recruit a Volunteer Business Development Specialist who can work preferably online from home or in office at its Juba Office. Key role is resource mobilization with the details below.

Job Title: Volunteer Business Development Officer
Location: Juba or Remote
Reports to: Executive Director
Contract duration: Twelve Months (Renewable)
Organization: Youth Relief Organization
Website: <https://yoross.org>



Job Summary:

The Volunteer Business Development Officer reports to the Executive Director and works closely with the Executive Director on issues of resolution, project management and execution of strategic initiatives across the organization. He/she provides strategic coordination across Business Operations and is a key member of the Strategic Management Team and focuses on long-term planning and projects to support the growth of the organization.

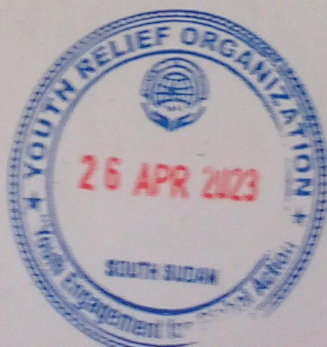
The Volunteer Business Development Officer proactively identifies and develops new sources of funding through researching potential donors, writing funding proposals to identified donors and creating marketing strategies to YORO.

With the Executive Director's approval, he/hhe may design promotional materials and increase awareness of YORO's work, goals, and financial needs.

Overview to the role.

Are you a passionate and committed resource mobilization professional wanting to make a lasting difference to promote a youth led integrated sustainable development in an inclusive development? If yes, then we are excited to get in touch.

Under the strategic guidance of the Executive Director, we are looking for a motivated, professional and organized person, with a knack for research. We are looking for someone who believes in the Youth Relief Organization mission to partner with stakeholders and empower the community through harnessing the power of sports, sustainable livelihoods, health, education, hygiene and emergency response.



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Our core values are respect, integrity, collaboration, innovation and fun. We are very flexible in our mode of operation so long as you will respect our core values; and are willing to hear and learn the new exciting experience you will bring on board.

Duties and Responsibilities:

- Research and cultivate a network of potential donors both in-country and internationally.
- Write funding proposals and submit these to the Executive Director prior to final submission to potential donors.
- Identify and build relationships with potential donors.
- Promote awareness of YORO's mission and work in South Sudan
- Identify new or undeveloped private sector fundraising opportunities especially on individual donors acquisition and conversion to regular giving. Facilitate quick and timely response to such opportunities.
- Support the development of content and the organization of regional/international donor meetings, training workshops and other knowledge sharing/ exchanges especially focusing on individual fundraising
- Monitor progress of fundraising drives.
- Develop strategies to encourage new or increased contributions.
- Recruit sponsors, participants, or volunteers for fundraising events.
- Secure commitments of participation or donation from individuals or corporate donors.
- Prepare materials for charitable events, such as fundraising envelopes, bid sheets, or gift bags.
- Establish fundraising or participation goals for special events or specified time periods.
- Monitor budgets, expense reports, or other financial data for fundraising organizations.
- Design or produce materials such as posters, newsletters which can be incorporated into the website to promote, market, or advertise fundraising events.
- Develop fundraising activity plans that maximize participation or contributions and minimize costs.

Qualification:

- Bachelor or advanced level degree in marketing, law, business administration, public relations, journalism, communications, English or any relevant field
- 3 - 5 Years' experience in a similar role will be of added advantage.
- Commitment to discretion and confidentiality
- Excellent written and spoken English
- Ability to plan, set goals, monitor progress and evaluate results

How to apply;

1. Please submit a cover letter and CV as one document in PDF format to info@yoross.org copying r.rokani@yoross.org or By hand livery to Human Resource office, Youth Relief Organization Head Office, st. kizito Business Complex, Muniki, P.O Box 92 juba-South Sudan.
2. Please apply on or before 30th May 2023

All applications will be treated in strict confidentiality

