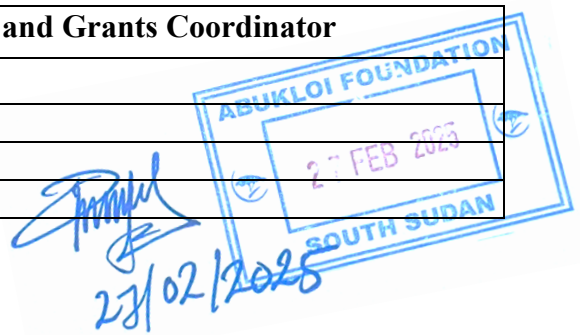




Job Advertisement

Position:	Resource Mobilization and Grants Coordinator
Position based:	Juba, South Sudan
Report to:	Programs Manager
Application Opening Date:	27/02/2025
Application Closing Date:	10/03/2025



Brief organization background:

Abukloi Foundation is a National non-profit organization dedicated to transforming lives through education, skills development, and community empowerment in South Sudan. Our mission is to provide young people with the tools they need to build a brighter future through quality education and innovative programs that foster self-reliance and sustainable development.

To sustain and expand our impact, we are seeking a highly skilled **Resource Mobilization and Grants Coordinator** with a strong background in fundraising, donor engagement, and grant writing. This role requires a dynamic, results-driven professional who can identify funding opportunities, cultivate donor relationships, and develop compelling proposals to secure resources for our programs.

Role Overview

The **Resource Mobilization and Grants Coordinator** will play an important role in ensuring the financial sustainability of Abukloi Foundation. The successful candidate will be responsible for designing and implementing fundraising strategies, identifying potential donors and partners, and leading grant writing efforts. He/she will work closely with program team to align funding efforts with programmatic priorities while maintaining strong relationships with donors and funding agencies.

Key Roles and Responsibilities

Fundraising & Grant Acquisition:

- Identify, research, and pursue funding opportunities from international donors, foundations, corporations, and government agencies.
- Develop high-quality grant proposals, concept notes, and reports that align with donor priorities and Abukloi Foundation's mission.
- Write persuasive and well-structured funding applications, ensuring clarity, coherence, and compelling storytelling.
- Work collaboratively with program and finance teams to develop project budgets that meet donor requirements.
- Track grant application deadlines and ensure timely submission of proposals.

Donor Engagement & Relationship Management:

- Cultivate and maintain strong relationships with donors, funding agencies, and key stakeholders.
- Represent Abukloi Foundation at donor meetings, networking events, and partnership discussions.
- Develop customized engagement strategies for existing and potential donors to enhance long-term collaboration.
- Ensure timely communication with donors, providing updates on funded projects and responding to inquiries.

Resource Mobilization Strategy & Sustainability Planning:

- Develop and implement innovative resource mobilization strategies to diversify funding sources and enhance financial sustainability.
- Identify alternative funding models, including corporate partnerships, social enterprises, and crowdfunding initiatives.
- Monitor funding trends and donor priorities to align fundraising efforts with emerging opportunities.
- Work closely with the leadership team to develop strategic approaches for organizational growth and expansion.

Grant Compliance & Reporting:

- Ensure that all grant-funded programs comply with donor requirements and reporting guidelines.
- Develop and maintain a database of grants, donor agreements, and funding proposals.
- Oversee the preparation and submission of donor reports, ensuring accuracy and transparency.
- Work with the finance team to monitor grant expenditures and ensure alignment with approved budgets.

Qualifications & Experience

To be successful in this role, you must be a strategic thinker, a skilled writer, and an excellent relationship builder. We are looking for someone who is passionate about making a difference and has a strong track record in securing funding for non-profit organizations.

- **Education:** Bachelor's or Master's degree in Development Studies, Business Administration, Communications, International Relations, or a related field.

27/02/2025

- **Experience:** Minimum of five (5) years with proven experience in grant writing, fundraising, and resource mobilization, with a successful track record of securing funding.
- **Technical Skills:**
 - Exceptional research, writing, and editing skills with experience in developing winning grant proposals.
 - Strong understanding of donor funding mechanisms, grant compliance, and reporting requirements.
 - Ability to develop budgets, log frames, and project proposals that align with donor expectations.
 - Proficiency in Microsoft Office and familiarity with grant management software is an added advantage.
- **Interpersonal Skills:**
 - Excellent verbal and written communication skills in English.
 - Strong networking and relationship-building abilities, with an established network of donors and partners.
 - Ability to work independently and collaboratively in a multicultural environment.
 - High level of organization, attention to detail, and ability to meet tight deadlines.

How to Apply

Interested candidates should submit the following documents:

- **Cover Letter** (highlighting relevant experience and motivation for applying).
- **Updated CV** (including details of successfully secured grants and donor engagements).

Send your application to ed@abukloi.org copying director@abukloi.org not later than **10th, March 2025** at **5:00 PM**, using the subject line: “*Application for Resource Mobilization and Grants Coordinator – Abukloi Foundation*”.

Only shortlisted candidates will be contacted.