

Global Alliance for Green and Gender Action (GAGGA) Donor Engagement Officer Terms of Reference

I. INTRODUCTION

The Global Alliance for Green and Gender Action (GAGGA) is a vibrant and diverse network, established in 2016, involving around 24 women's funds, environmental justice funds, 31 NGOs, and 440 women-led community-based (CBO) organisations, joining forces to strengthen the nexus of women's rights, gender, climate, and environmental justice at local, national, and regional levels in Africa, Asia, the Pacific, Latin America, Europe and globally. GAGGA works towards enhancing linkages and collaboration among women-led CBOs and women's rights, gender, environmental and climate justice movements at multiple levels, to pursue Lobbying and Advocacy (L&A) agendas for environmental and climate justice that amplify women's, girls, trans, non-binary and intersex peoples' leadership, resilience, agency and promote their human rights. Specifically, GAGGA aims to influence governments, investors, and donors at multiple levels to divest from fossil fuel (related) industries, defend critical ecosystems and support inclusive, sustainable and gender-just climate solutions.

GAGGA is led by the Fondo Centroamericano de Mujeres (FCAM), based in Costa Rica, in collaboration with Mama Cash and Both ENDS, both based in the Netherlands. It is supported by the Ministry of Foreign Affairs of the Netherlands (MFA), under their Power of Voices (PoV) programme (2021-2025), following on from their support provided by the Dialogue and Dissent (D&D) programme (2016-2020). GAGGA also received support from other bilateral as well as philanthropic donors. Global Greengrants Fund, Prospera – International Network of Women Funds, Women's Environment & Development Organization (WEDO) and 350.org are strategic allies to the alliance, developing and offering insights into the importance of resourcing women's rights, environmental and climate justice; strengthening L&A on climate finance, and building connections with climate justice movements.

As GAGGA prepares to begin its 10th year of implementation, it aims to continue strengthening its internal capacities to ensure its sustainability in the long term. To this end, GAGGA is looking for an experienced donor engagement officer that can develop and implement a strategy to maintain relationships with current donors and attract new donors, working closely with the GAGGA coordination unit, Alliance Members and different committees and working groups.

II. RESPONSIBILITIES

- Lead the work to steward the relationship with current and the prospecting of new GAGGA Donors.
- Conduct all the activities required for the preparation, development and writing of proposals based on donor requirements and inputs from other working groups, Committees and Alliance Members.
- Keep up to date on trends in philanthropy and development cooperation and funding opportunities for GAGGA's work.
- Convene and coordinate the Fundraising Working Group, which brings together Fundraising staff from the Alliance Members.

- Liaise with the Advocacy Working Group, to analyse and identify current and new potential supporters to GAGGA that might emanate from their work.
- Provide clear guidance on commitments made with GAGGA donors, and coordinate with the Programme, PMEL (Planning, Monitoring, Evaluation and Learning) and Finance Committees, the reporting and planning processes, to ensure these follow donor's requirements.
- Conduct all the activities required for the preparation, development and writing of reports and workplans for donors.
- Support the GAGGA Alliance coordinator, Steering Committee and Lead Organization (FCAM) in maintaining relations and engagement with current and potential donors.
- Perform analytical and research work and communicate findings to donors.
- Represent GAGGA at critical donor-related meetings and gatherings, when needed.
- As a member of the GAGGA coordination unit, support effective overall communication and collaboration across all working groups.
- Participate in GAGGA in-person events or meetings.

III. SKILLS NEEDED

- Master's degree in a related field (public policy, political science, gender studies, environmental studies, climate studies or related field) or equivalent experience (at least five years) in a professional or professional role in one of these fields.
- At least five years of proven experience in fundraising and project management skills in the civil society sector.
- Excellent writing and communication skills with proven experience in writing funding proposals for philanthropic as well as bilateral donors and/or developing and editing content that is compelling, easy to understand and targeting different audiences.
- The ideal candidate will have proven experience in securing and stewarding funding from bilateral (governmental) donors, namely the Dutch Ministry of Foreign Affairs, Global Affairs Canada, Irish Aid and others. Please describe this experience as concretely as possible in application materials.
- Good facilitation skills and experience working collaboratively and interacting with people from diverse cultures and backgrounds.
- Strong commitment to environmental and climate justice, women's rights, and gender justice. Understanding of cross-movement building is an added value.
- Proven experience (at least five years) in working with women's rights, feminist, environmental and climate justice activist grassroots movements from the Global South.
- Ability to self-organise and work in a structured and independent manner.
- Strong analytical, communication and writing skills.

- Fluency in English. Being fluent in Spanish is a valuable asset. Knowledge of French is a plus.

It is expected that the working hours of the Donor Engagement Officer correspond at least partially with the UTC-6 time zone.

We value the expertise and knowledge of those who have directly experienced injustice and are working towards the just world GAGGA believes in. We particularly welcome applications from BIPOC (black, indigenous, people of colour) and LGBTQIA people from the Global South.

Please react and send your application (CV, Cover Letter and description of previous work related to the post) to aplicaciones@fondocentroamericano.org no later than June 30th.

Due to the large volume of applications we receive, we will only be able to contact those candidates who are being most actively considered for this position.

IV. OTHER INFORMATION

- 40 hours per week.
- Salary: 4,500 US dollars per month + additional benefits.
- Works fully remotely, preferably in the Global South: the GAGGA coordination unit and the members of FCAM, GAGGA's lead organisation, work from different locations and mainly in Europe and Latin American time zones.
- The selected candidate will have a consultant contract with FCAM.
- International travel required.
- Expected start date: August 2024 or as soon as possible

V. GAGGA COORDINATION

GAGGA's Coordination Unit is led by an Alliance Coordinator, working together with a PMEL Officer, Operations and Finance Officer, a Communications Strategist and a Programme Assistant. The Donor Engagement Officer will be part of this team and will report to the Alliance Coordinator. At the same time, this person will be part of GAGGA Fundraising Working Group.

VI. GAGGA COORDINATION

GAGGA's Coordination Unit is led by two Co-Coordinators, working together with a PMEL Officer, a Communications Specialist and a Programme Assistant.

The Co-Coordinators will work together, thinking and acting as GAGGA, to fulfil its goals and realize its potential. They have a clear role to facilitate and strengthen relations and work processes between alliance members, based on the agreed principles and ways of working. Furthermore, each Co-Coordinator will focus on key strategic areas of work for GAGGA: Linking and Learning (this vacancy) and Advocacy and Collaborations with the aim of strengthening our collective work under our Linking and Influencing Strategies.