REQUEST FOR EXPRESSION OF INTEREST

SELECTION OF INDIVIDUAL CONSULTANTS

Project Procurement

Country Program Complex

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**REQUEST FOR EXPRESSION OF INTEREST**

**(SELECTION OF INDIVIDUAL CONSULTANTS)**

***COUNTRY*: Saudi Arabia**

***NAME OF PROGRAM:* Skills, Training & Education Program (STEP) for Refugees & IDPs in IsDB Member Countries**

***SECTOR*: Education/TVET, Entrepreneurships, SMEs**

**Assignment: Recruiting Senior Partnership and Resource Mobilisation Specialist**

**Mode of Financing: *Grant***

The Islamic Development bank (IsDB) is looking for qualified candidate(s) to fill in the position of the Senior Partnership and Resource Mobilisation Officer for the Skills, Training and Education Program (STEP) for Refugees & IDPs in IsDB Member Countries.

The Senior Partnership and Resource Mobilisation Officer will be part of the STEP Management Team, and will be responsible for assisting with resource mobilization, strategic planning, and growing STEP through creating, maintaining, and facilitating effective partnerships between STEP and its collaborating and financing partners, including non-governmental organizations, bilateral and multilateral institutions, and foundations to secure resources for STEP projects. S/he will be responsible for promoting the STEP and its achievements and be the liaison between STEP teams and funding and implementing partners in coordinating proposal development, partner solicitation and reporting on results.

The services include responsible for assisting with resource mobilization, strategic planning, and growing STEP through creating, maintaining, and facilitating effective partnerships between STEP and its collaborating and financing partners, including non-governmental organizations, bilateral and multilateral institutions, and foundations to secure resources for STEP projects. S/he will be responsible for promoting the STEP and its achievements and be the liaison between STEP teams and funding and implementing partners in coordinating proposal development, partner solicitation and reporting on results.

This is on a One - Year Contract, Renewable based on Performance*,* Full-time Partnership and Resource Mobilization Officer based at the IsDB HQ in Jeddah, Saudi Arabia

The assignment is for Five years (2022-2027.) and the contract is renewable every year based on the performance and the achievements of the Senior Partnership and Resource Mobilization Officer*, ensuring full consistency with the TOR attached.*

The detailed Terms of Reference (ToR) *for the assignment are attached to this request for expressions of interest.*

The Bank now invites eligible consultant (“Individual Consultants”) to indicate their interest in providing the services. Interested Consultants must provide specific information which demonstrates that they are fully qualified to perform the services. The individual consultants affiliated with an organization may also submit interest.

The shortlist will be drawn up following the evaluation of CVs and useful information in response to this notice of expression of interest including references. Potential candidates will be required to provide information on their general qualifications as an individual consultant,their mission-relevant experience, their experience in the region and sector as well as their language ability.

A consultant will be selected in accordance with the selection method applicable to Individual Consultants as defined in the IsDB *Guidelines for the Procurement of Consultant Services under IsDB Project Financing* (April 2019 edition)

**Minimum Qualification Requirements**

* Advanced University degree in Business Management, Development Financing, Public Administration, International Development, or any other relevant discipline.
* Minimum of 10 years of experience, 5 years of which is proven and established track record in fundraising, resource mobilization, business development, development financing and partnership-building at international level. Prior experience in direct interactions with donors and financial institutions, including with private and institutional investors is desirable.
* Demonstrated experience in and understanding of the funding mechanisms and procedures for bilateral and multilateral and development partners, philanthropic organizations, private foundations, or NGOs as well as in grant management.
* Knowledge of the global development financing system, results-based financing, and official development assistance.
* Experience drafting proposals for funding that were successful and that translated into financial resources from diverse sources.
* Ability to think creatively and innovatively.
* Ability to connect with people and form effective strategic alliances and present issues in a cogent and persuasive manner both orally and in writing.
* English is working language of STEP. Fluency in English is a requirement and a good working knowledge of Arabic language.
* Ability to effectively use software programs such as Microsoft Office Word, Excel, PowerPoint, and SharePoint

The attention of interested Individual Consultants are invited to read Clauses 1. 23 and 1.24 of the IsDB *Guidelines for the Procurement of Consultant Services under IsDB Project Financing, April 2019 edition* (the "Procurement Guidelines") setting forth the IsDB's policy on conflicts of interest.

Expressions of interest must be delivered in written form accompanied by the CV and any other document by e-mail to the address below no later than April 30th, 2023.

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