



Vacancy announcement N°0001/SPI/2024

A Regional Advocacy and Resource Mobilization Officer/SPI

The West African sub-region is a victim of violent extremism, terrorism in its most serious, barbaric and despicable forms, and the words are not enough to describe the horror. Countries such as Burkina Faso, Niger, Mali, Togo, Benin, Côte d'Ivoire, Nigeria, Liberia, to name but a few, are among its victims. The multidimensional crisis that these countries, particularly those in the central Sahel (Burkina Faso, Mali, Niger) are going through, is essentially security and socio-humanitarian and is marked by attacks by armed terrorist groups.

Faced with this situation characterized by acts of unprecedented violence that trample on human dignity and call into question living together, the Catholic Church, through a college of West African episcopal conferences (Burkina Faso-Niger, Mali, Côte d'Ivoire, Ghana), launched in November 2019, the Sahel Peace Initiative (SPI), which is firmly committed to responding to the persistent security and humanitarian crisis affecting the Sahel. promoting peace, social cohesion and community resilience.

As part of the implementation of the activities of this initiative, the SPI is seeking applications for the position of **Advocacy and Resource Mobilization Officer** in accordance with the table below:

A. Duration of the contract and place of work:

The duration of the contract is one (01) year, renewable on the basis of performance. The position is based in Ouagadougou, Burkina Faso and involves frequent business trips, particularly in the five (05) member countries of the SPI, namely Burkina Faso, Mali, Niger, Ghana and Côte d'Ivoire. The start date is 01.12.2024.

B. Responsibilities and tasks:

Placed under the supervision of the Regional Coordinator and the Regional Secretary of the Sahel Peace Initiative (SPI), the function of Advocacy and Resource Mobilization Officer includes some of the positions related to management and resource mobilization for the Regional Coordination of SPI. It is characterized by the assumption of a dual responsibility that is both strategic and operational.

As the incumbent, you will be responsible for:

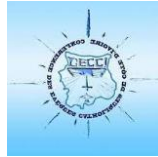
- providing comprehensive information and services related to advocacy and resource mobilization to support the Sahel Peace Initiative Regional Coordination to implement its processes and deliver quality programs to the poor and vulnerable;
- providing quality support by developing advocacy materials, organizing advocacy meetings, and undertaking other resource mobilization initiatives that respect the principles and values of the church.

In this context, the incumbent has the following responsibilities:

1. Assignment and advocacy tasks

The incumbent will:

- develop advocacy strategy documents for the benefit of the SPI and design a schedule of advocacy activities;
- ensure the collection of data necessary for the implementation of advocacy activities;
- map relevant actors for advocacy activities;
- ensure the production, dissemination and promotion of advocacy notes at the national and sub-regional levels according to the identified targets;
- organize advocacy meetings in close collaboration with his/her superiors;
- develop activities aimed at influencing structures and systems for sustainable peace and social cohesion ;



- strengthen the advocacy capacities of the various actors working on behalf of the SPI in Burkina Faso, Mali, Niger, Ghana and Côte d'Ivoire.

2. Responsibilities and tasks related to resource mobilization

The incumbent will be called upon to:

- prepare resource mobilization strategy papers for the benefit of the SPI and design a schedule of resource mobilization activities ;
- identify and mapping relevant actors for resource mobilization activities;
- support the development of concept notes and the comprehensive development of peace and social cohesion projects/programmes to be submitted to donors for funding;
- organize resource mobilization meetings in close collaboration with his/her superiors;
- strengthen the resource mobilization capacities of the various SPI actors in Burkina Faso, Mali, Niger, Ghana and Côte d'Ivoire;
- develop strategic activities to influence stakeholders such as local institutions, sub-regional and international public and private in the context of resource mobilization.

3. Networking and strengthening the portfolio of actors

The incumbent will ensure to:

- facilitate communication with all units of the organization and external stakeholders;
- organize activities to strengthen the SPI's networking;
- identify the appropriate actors for the organization and holding of advocacy and resource mobilization meetings;
- mobilize the media around the issues of peace and social cohesion;
- develop a network of relations and contacts with civil society organizations, international NGOs, the national United Nations system, networks of thematic journalists to build synergies or alliances during influence actions (advocacy and campaigning) ;
- represent, as required, line managers, at meetings related to the Sahel Peace Initiative;
- perform other related tasks related to his/her profile on the instructions of his/her superiors.

C. Required qualifications skills and experience

- hold at least a Master's degree (BAC+4) in social sciences or humanities or related field ;
- excellent writing and oral communication skills in English, knowledge of French would be an asset;
- at least three (3) years' experience in a similar position in an NGO or the private sector;
- good experience in writing various reports and a very good command of MS office software (MS Word, Excel, PowerPoint, Outlook, internet, etc.) and data collection and processing software in the context of advocacy and resource mobilization;
- strong skills in digital technologies and know how to use them in the implementation of advocacy action plans;
- experience working with stakeholders in Church projects or with local, sub-regional communities.

Other associated skills:

- have a good knowledge of national and sub-regional public policies and laws relating to peace and social cohesion;
- have a good command of advocacy tools and approaches as well as resource mobilization techniques and tools;
- have a good knowledge of the institutional environment (public and private actors) in which advocacy activities are deployed;
- master the principles and rules of operation of humanitarian organizations and have a perfect knowledge of the functioning of the Catholic Church;



- have the ability to contribute to the development of administrative and technical documents for projects and advocacy strategies;
- have the ability to work remotely and the ability to report on SPI activities related to advocacy and resource mobilization;
- have a good understanding of development issues and knowledge of the role of civil society and NGOs in particular in the field of peace and social cohesion;
- be available and have the ability to listen to partners, stakeholders and SPI actors at the regional level;
- have relationship management skills and the ability to work effectively with SPI partners and stakeholders;
- respect the principles of deontology and ethics of the Church and of the Episcopal Conference of Burkina Niger;
- be able to work with the SPI teams in Mali, Burkina Faso, Niger, Ghana, Côte d'Ivoire, public and private structures that are partners of the Church as well as the staff of NGOs and national and international organizations.

Other transversal skills needed

- be self-organized, open to change and continuous learner,
- be proactive, results-oriented, and Team player,
- be courteous, dynamic, honest, discreet, and able to work under pressure;
- be proactive and have a spirit of synthesis, have a team spirit, a sense of collaboration;
- know how to adapt to the realities of the position and the field and be able to travel;
- experience working with the Catholic Church would be an asset.

D. How to apply ?

Applicants fulfilling the above-mentioned criteria and interested in this job are invited to submit their application (physically or electronically) by **4 p.m. on 05. 11.2024** at the latest. Applications should include only a **cover letter** highlighting your professional background, a **concise curriculum vitae**, a copy of the **diplomas, certificates and attestations**, a copy of the **national identity card or passport** and references **of three contact persons**.

Receipt of physical files: physical applications are admissible from Monday to Friday from 8 a.m. to 4 p.m. at the Office of the General Secretary of CJP-Burkina located in Dagoen in the Cardinal Paul Zoungrana Center, rue 2977 for the attention of the Secretary General of CJP-Burkina

Receipt of electronic files: electronic applications must contain « the title of the job as subject » and sent by e-mail to the following address: recrutement@cjpburkina.org

Nota Bene: the SPI reserves the right not to be able to respond to this vacancy notice. However, only the selected applicants will be contacted for the rest of the recruitment process. **The SPI promotes equal opportunities and fairness in treatment, without distinction of any kind. Female applications are strongly encouraged.**