

ADVERTISEMENT FOR SUSTAINABILITY/FUNDRAISING OFFICER'S POSITION

The International Council of African Museums (AFRICOM), a membership based international NGO for heritage professionals and stakeholders, invites qualified candidates to send applications for the position of Sustainability/Fundraising Officer.

AFRICOM strives to enhance the safeguarding, conservation and sharing of African heritage resources, through resource mobilization, advocacy, capacity building, networking and awareness, towards the achievement of a rich and vibrant heritage in Africa.

Job Purpose: Ensure financial sustainability and stability for AFRICOM.

Main Responsibilities: Reporting to the Executive Director, the Sustainability/Fundraising Officer's main responsibilities shall include:

- Identification and management of funding partnerships
- Assist in project identification
- Assisting with the designing of project proposals for fundraising purposes
- Identification of income generating opportunities for AFRICOM
- Development of merchandising packages for AFRICOM
- Broadening funding base for AFRICOM
- Must be a strong team player

Qualifications:

- At least an MBA in a relevant field
- Business development experience

Other competencies/requirements:

- At least three (3) years experience in business development
- Must have raised and effectively managed funds of up to US\$ 250,000.
- Grants report-writing experience
- Excellent ICT skills
- Must have financial knowledge and skills
- Excellent verbal and written communication skills
- Experience in fundraising, resource mobilization and partnership management
- Must be a permanent resident of an African Country.
- Bilingual candidates (French/English) shall have added advantage

Terms: The position shall be a Three-Year renewable and incentive based contract. Starting salary and benefits shall be competitive, but commensurate with qualifications and experience. The appointed candidate shall be based in Nairobi, Kenya.

Only those meeting all the above requirements need apply.

Deadline for Applications: **23rd June 2008.**

Interested and suitably qualified individuals should forward their applications, enclosing copies of their academic and professional certificates, with the detailed CVs indicating: work experience, current remuneration and employer, telephone contacts and names and contacts of three professional referees to:

The President
AFRICOM
P.O. Box 38706, Ngara, 00600, Nairobi,
Kenya.

OR through:

E-mail: secretariat@africom.museum
Fax: +254 20 3748928

Only short-listed candidates will be notified.
Canvassing will automatically disqualify any candidate!