



**bioforce**

**BIOFORCE IS LOOKING FOR**

# **FINANCIAL MANAGEMENT AND FUNDRAISING TRAINERS BASED IN JORDAN**

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**Date of the offer**

25.09.2020

**BIOFORCE. EMPOWERING HUMANITARIANS.** We believe in a world where the needs of people affected by crises are met by committed professionals providing adapted and high-quality aid. We are a humanitarian organisation that works in the preparation and response to crises relating to conflict, natural catastrophe, and epidemic. We provide solutions to enable vulnerable populations to have access to efficient and high-quality aid through training, accompanying and structuring of humanitarian actors.



## BACKGROUND

In Europe, Africa and the Middle East, Bioforce's teams empower humanitarians to work effectively with vulnerable populations by providing training and support solutions. Whether they are the humanitarian workers of today or tomorrow, humanitarian workers who cross borders or those who take action in their country within their community, international or national organisations in crisis zones.

Our response areas :

**LEARN** training the humanitarian actors of today and tomorrow,

**BUILD** strengthening the capacities of organisations in crisis-affected zones,

**SHARE** participating in the evolution of the humanitarian sector.

For Bioforce, it is essential to be present in the Middle East where the most important crises are currently focused. We are committed to training the humanitarian workers of today and tomorrow.

To do so, Bioforce wishes to expand its network of expert consultants.

For more information on Bioforce : <https://www.bioforce.org/>

**We are looking for FINANCIAL MANAGEMENT AND FUNDRAISING TRAINERS based in JORDAN with skills and experience in training and capacity building for a short open courses in November 2020 and to be part of our pool of trainers.**

## REQUIRED AREAS OF EXPERTISE.

### **Financial Management and Fundraising**

We are looking for a trainer to facilitate a short course on Financial Management and Fundraising

#### **Experiences in:**

- The humanitarian and development sector in the Middle East
- Fundraising to fund humanitarian or development projects: relationship with potential donors
- Working with main public and/or private donors in the Middle East: drafting proposal, following-up contracts, reporting
- Building and following-up both an internal and a donor budget
- Managing the field or HQ accounting of a humanitarian project
- Elaborating Excel tools to manage a project's budget
- Organizing financial audits

The trainers / consultants will be in charge of preparation and facilitation of training modules or the conduction of other capacity building activities in line with Bioforce's overall Framework.



## REQUIRED PROFILE.

You have effective pedagogical skills with proven experience in adult training and participatory teaching and learning methods, including the development of educational case studies and scenarios.

You have substantial professional experience in relief or development actions.

You have developed technical expertise relevant to the required areas listed above.

You are independent, rigorous and adaptable.

English mandatory. Arabic is a plus.

**Join us!**

## CONTRACT

Consultant status – short-terms missions

## LOCATION and DURATION

Amman, Jordan – november 2020 – one week

## CONTACT.

Please send your CV and cover letter by email, with the reference to the job offer in the subject of the mail, to **Agnès MORIN, responsable du service support aux opérations**, to the address [amorin@bioforce.org](mailto:amorin@bioforce.org)