



## 1. IDENTIFICATION

**Position Title:** Development Manager

**Reports To:** Head of the Director's Office

**Interfaces with:** FSC International Center  
ASI – Accreditation Services International  
FSC Global Development  
FSC Regional / National Offices  
FSC National Initiatives  
External key contacts (e.g. public, private, corporate donors, certification bodies, NGOs, media etc)

## 2. ABOUT FSC

FSC is an independent, not for profit, non-governmental multi-stakeholder organization. FSC was established to promote the responsible management of the world's forests. Today, FSC is the leading forest management certification system in the world.

FSC works by bringing people together to promote responsible forest management and to find solutions to the problems created by bad forestry practices. FSC does so by providing standard setting, trademark assurance, accreditation services and business value for companies and organizations interested in responsible forestry.

Products carrying the FSC label are independently certified to assure consumers that they come from forests that are managed to meet the social, economic and ecological needs of present and future generations.

## 3. POSITION DESCRIPTION

The 'Development Manager' will be responsible for successfully broadening FSC's outreach to funding opportunities and its resource base. He/she will seek to identify national and international financing opportunities (public, private-nonprofit) that align with FSC's core programs to secure the resources required for coherent implementation of FSC's strategic priorities.

More particularly, the successful candidate will:

- Develop a program within FSC's strategic objectives to identify, and research national and international financing opportunities (public donors and private donors),



- Support and work with the FSC team in building project and program funding partnerships with the public and private donors, including the joint preparation of funding applications,
- Generate a portfolio of funding proposals and successfully achieve the acquisition of resources from national and international funding sources (public donors and private-nonprofit donors),
- Provide oversight for, and ensure communications and fulfillment of commitments and reporting to project and program partners (public donors and private-nonprofit donors),
- Represent the FSC global network and FSC's core programs and projects to FSC's existing and prospective public and private donors,
- In collaboration with the FSC Communications Unit, develop materials to promote FSC's institutional capacities to donor organizations,
- Ensure successful learning within the FSC Global Network as related to the identification, and research of fund raising opportunities and the knowhow to acquire funding.
- Organization and event management of the FSC General Assemblies
- Maintain donor relationships including management and maintenance of the FSC donor database.

#### 4. QUALIFICATIONS AND EXPERIENCE

The successful candidate should possess senior professional experience and be able to demonstrate the following key competencies:

- Fundraising and development experience – The successful candidate must have extensive experience in the acquisition of resources from national and international development opportunities (public, private-nonprofit and corporate donors). He/She can demonstrate his/her ability to successfully develop funding opportunities and comprehensively maintain project and program partnerships.
- Team Membership and Leadership Skills – The successful candidate must work well as a member of a multi-cultural, inter-disciplinary, multi-lingual, global team while providing leadership in critical areas of development.
- Exceptional Interpersonal Communication Skills – The successful candidate must speak well and present convincingly in groups, while possessing active-listening skills, being able to facilitate interactive discussion groups, and maintaining positive interpersonal relations and confidence.
- Ability to relate to the FSC's Values and Approach – The successful candidate must identify with the values and mission of the FSC, relate to the principle mechanisms of the organization and be familiar, at a general level, with the scope of FSC's programs of standard setting, accreditation, trademark management, political dialogue and networking.



- Personal Conduct – The successful candidate through his/her work represents the FSC as a whole, the FSC Directors Office with exemplary personal and professional authority and conduct. The successful candidate conducts his/her work with uncompromised integrity and loyalty appropriate to the position.
- Education and Experience – The successful candidate must perform his/her work in the English language at the FSC International Center in Bonn, Germany, and must be able to communicate well in other international languages (preferably German and Spanish). The candidate must have event management experience. The candidate must have successfully completed a university degree in a relevant field and demonstrate competence, experience and skills for this position in his/her career development through references of past colleagues and presentation in a group interview format.

## 5. WORKING CONDITIONS

- The position is based in Bonn, Germany.
- Forty working hours per week.
- International travel will be required.
- Two year contract.
- 30 days holiday per year, plus official holidays.
- FSC is an equal opportunity employer and does not discriminate on the basis of gender, nationality or religion.

### How to apply:

All applications, full CV/resume and a covering motivation letter should be sent to Ms Guillermina Garza, Head of the Director's Office, via e-mail [g.garza@fsc.org](mailto:g.garza@fsc.org) or via post to Forest Stewardship Council International Centre, Charles-de-Gaulle-Strasse 5, 53113 Bonn, Germany.

Please refer to this code in the subject line of the email when you apply: **09.06 Development Manager.**

Further information is available by visiting the FSC web site [www.fsc.org](http://www.fsc.org)

The position will remain open until filled.

Only short-listed candidates will be contacted.