



Position: Strategic Partnerships Manager (Filling Leave)

Contract period: Immediate to 1st March 2022

Section: Shared Services

Location: Siem Reap Office

Open to: Khmer and expatriate candidates

(Salary depending on qualifications and experience related to the position)

This Life is an [award-winning](#) community development organisation that believes in listening to, engaging with and advocating alongside families and communities as they define and act on their own solutions to complex social issues. This Life currently operates programs under three sections: Children and Families, Communities, and Impact, Learning, and Effectiveness. These sections are supported by This Life's Shared Services.

The Strategic Partnerships Manager is a key senior level position, contributing to building and maintaining the partnerships that make it possible for This Life Cambodia to carry out our mission. Your varied role includes being the point person on donor and client relationships, but also means you will be advising us on PR and supporting marketing strategies. The ideal candidate is a creative and motivated team player, with a strong commitment to community development, proven capability in grants management, and some management experience. This position is open to experienced international or national candidates, and may be based in either Siem Reap or Phnom Penh, with monthly travel expected between these two locations.

To be shortlisted for this role, you need to clearly demonstrate your strategic and partnership credentials and experience, throughout the selection process. Show us your strategic thinking, creativity and ingenuity in your application. Give us a taste of what is to come. Excite and intrigue us!

Roles and Responsibilities

Strategic Partnerships Manager (temporary position - for extended leave)

Candidates already located in Cambodia or South-East Asia are preferred

Key Responsibilities

Strategic Partnerships:

- Managing a portfolio of donor relationships (shared responsibility with the Executive Office)
- Identifying new funding opportunities
- Supporting the Executive Director in new contract and agreements
- Coordinate, write and submit funding proposals
- Facilitate information sharing and This Life positioning across the organisation, between Impact, Learning and Effectiveness Program, program teams and directorate
- Coordinate quality donor reporting for all grants and partnerships (in collaboration with Program Coordinators, Senior Management, and Finance team)

Communications and Fundraising:

- Communications support for the 16 Days of Activism campaign (Violence against Women and Children)

- Communications support on Christmas campaign
- Implementation and setup of Christmas campaign in Salesforce
- Support on virtual fundraising campaign - Run for This Life
- Any other related duties as required by Line Manager

Strategic organisational development:

- Collaborate on information sharing between program coordinators and senior management, as well as with external stakeholders

Qualifications & Experience

Essential:

- Three years progressive experience in relevant roles (institutional fundraising, grant management, program development, program management, etc.)
- Excellent written and spoken communication skills in English, with a range of stakeholders for a variety of contexts
- Highly developed proposal and report writing skills
- Demonstrated experience in relationship building and partnerships
- Commitment to This Life Cambodia's mission and values and ability to represent these within the organisation and to external stakeholders
- Strong skills in Word, Excel, Outlook, and other relevant software

Ideal:

- Suitable qualification in a relevant field
- Staff management experience
- Experience in a similar role in Cambodia or in the Asia region
- Strong understanding of one or more of This Life Cambodia's programming areas (education, legal justice, social work case management for children and families, community development), and ability to communicate commitment to children, families and communities, and to community-led programming.

General Responsibilities

- **Be punctual**, neatly dressed and wear This Life's shirt where appropriate.
- **Be respectful** to everyone you come into contact with during your work at This Life.
- **Behave with integrity** - no employee, intern or volunteer can accept commissions or bribes.
- **Be responsible** - keep your supervisor informed of absences and any issues affecting your work.
- **Be compliant** - everyone at This Life must act in accordance with This Life's Child Protection Policy.

Closing Date: 5 pm, 07 November 2021

Application Information

Only applications received via our online recruitment system, ORANGE HR, will be accepted.

Applicants should apply by clicking on this link: [link](#) Select the job you are applying for

- Supply the information as requested on the form and answer any mandatory questions. all ONLINE and in one sitting. You cannot save data and return later. You will be asked to upload your CV and may also be asked to

submit other attachments.

- Scroll to the end of the page and click **APPLY**.

You should see a message in the top right-hand corner advising " **Application Successfully Submitted**". If **you do not see that message** it means you have not answered all questions as required. All questions with an asterisk* are mandatory.

Applications will not be accepted unless all required information is entered, nor will applications be accepted after the closing date. Only applicants who progress to the next stage of recruitment will be contacted further.