TERMS OF REFERENCES (TOR)
FUNDRAISING/BUSINESS DEVELOPMENT CONSULTANT

01 ORGANIZATIONAL BACKGROUND

RIGHT TO PLAY

Right To Play is a global organisation that protects, educates and empowers children to rise above adversity using play. By harnessing play, one of the most powerful and fundamental forces in a child’s life, we helped 2.3 million children last year to stay in school and out of work, to prevent life-threatening diseases like HIV and malaria and to stay safe from exploitation and abuse. We are the only global development organization focused exclusively on using play to transform the lives of children and young people impacted by poverty, war, disease and inequality.

Established in 2000, Right To Play is headquartered in Toronto, Canada and has operations in 22 countries across North America, Europe, the Middle East, Africa, and Asia.

With a shared passion for our mission, our Culture Code guides how we act and interact based on five core pillars:

- Accept Everyone – Be intentional about inclusion
- Make Things Happen – Seek opportunities to lead and innovate
- Display Courage – Act with integrity
- Demonstrate Care – Look after yourself and one another
- Be Playful – Have fun at work

Please visit www.righttoplay.com and www.facebook.com/righttoplaythailand to learn more about who we are and what we do, and watch video at https://www.righttoplay.com/en/landing/our-culture-code/ to find out about the five pillars of our Culture Code.

02 RATIONALE FOR THE CONSULTANCY

In line with the Right To Play’s Strategic Plan (2021-2025), the organization will be focusing on growing revenue from Individuals and Institutions. For Thailand, fundraising from local donors, especially corporate sector will be our primary focused for this consultancy. In order to ensure the sustainability and sufficient supports during the time of transition and beyond, there is an immediate need to increase the organization’s fundraising capacity and organization’s visibility locally.
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03 SCOPE OF WORK AND DELIVERABLES

A) JOB SUMMARY

Reporting to Country Director, Right To Play Thailand, the consultant will be responsible to explore new funding avenues for the organization, with a particular focus on corporate donors and to a lesser extent institutional donors, such as USAID, European Commission, DFID/FCO etc. The role would require for the consultant to develop linkages and steer relations with potential donors. The consultant will also be tasked with developing a report that includes current CSR strategies in the country, recommended approaches for accessing corporate funding and other relevant information on this topic.

B) RESPONSIBILITIES

In accordance with Right To Play (RTP) approved policies and procedures, the incumbent shall be responsible for the following:

1. Fundraising (60%)
   - Working closely with country and global leadership and fundraising teams towards cultivating new partnerships at country and regional level, with major institutional donors and corporates.
   - Networking & scheduling meetings with a wide variety of potential donors.
   - Devise a comprehensive and well-informed donor mapping for Thailand for private sector donors.
   - Development of proposals, concept notes, and expression of Interest, write ups and to carry out needs assessments for donors.
   - Reviewing all requirements specific to each funder and designing a proposal development strategy to align with these requirements.
   - Lead the coordination between technical and operational teams to ensure that proposals are developed in coordination.
   - Work closely with program and communications team to develop fundraising and donor-specific communication products

2. Donor Relations (20%)
   - Maintain relationships with existing donors and respond to their requests regularly and keep updating them about the work of Right To Play.
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- Compilation and preparation of briefing and presentation materials for meetings with donors.
- Compile and maintain a database of international and local donors and regularly monitor their websites and identify and inform donor opportunities matching the work of the Right To Play.
- Develop a networks and partners’ database for Right To Play
- Support Country Director to attend events and networking with relevant stakeholders.

3. Reporting (20%)
- Development of progress reports
- Develop a report on CSR funding opportunities and strategies in Thailand.

04 TERMS AND CONDITIONS

Period
- 6 Months

Duty Station
- Bangkok, Thailand

Supervisor
- Country Director

Consultancy fee
- Negotiable

05 MINIMUM QUALIFICATIONS

A) EDUCATION/TRAINING/CERTIFICATION

- Minimum Master’s Degree in Social Sciences, Political Science, International Development, Development Economics, Marketing, Communications or another relevant field.
B) EXPERIENCE

- Minimum 7 years experience in fundraising for non-profit sector, proposal writing, event management, community engagement, with proven successful record.

C) COMPETENCIES / PERSONAL ATTRIBUTES

- Able to work under pressure and with minimum supervision
- Strong networking and people skills
- Demonstrate conceptual skills
- Diplomacy
- Ability to cope with pressure and setbacks
- Excellent operational, organizational and communication skills and the ability to work independently with other colleagues, staff, and volunteers from diverse backgrounds.

D) KNOWLEDGE AND TECHNICAL SKILLS

- Able Accurate & timely reporting
- Strong Budgeting and financial management skills.
- Computer literacy in Word, Excel, Power Point and Outlook, as well as social media package
- Strong writing skills are mandatory for this position.

E) LANGUAGES

- Excellent presentation and strong communication skills in English and Thai (oral and written)

06 DESIRED QUALIFICATIONS (An Asset):

- High degree of tact, diplomacy and discretion.
- A committed, passionate self-starter with creativity and innovative thinking skill
- Understanding of the concept of sport for development
- Understanding of child rights and child protection
07 APPLICATION SUBMISSION

If you are interested in applying for this consultancy position, please apply via Right To Play Thailand Online Recruitment platform, Click>> https://righttoplay.hiringplatform.ca/21844-fundraising-business-development-consultant/67489-application/en to upload your resume and cover letter by January 20, 2021. Please indicate your consultancy fee expectations in the cover letter.

Inquiries concerning the online recruitment job application can be directed to; Sasipa Jongrakchokchai, People and Culture Officer, thailandhr@righttoplay.com

Applications will be accepted on a rolling basis and will be reviewed as soon as they are received. Early submissions are encouraged and Right To Play reserves the right to select a consultancy before the submission date noted above.

Right To Play is a child-centered organization. Our recruitment and selection procedures reflect our commitment to the safety and protection of children in our programs.

To learn more about how we are and what we do, please visit our website at www.righttoplay.com