



Announcement for Consultancy

Philanthropy
Resource Mobilization and Partnerships Unit

| Deadline for application | Announcement number | Expected date for entry on duty | Duration of appointment | Duty Station |
|-------------------------------|---------------------|---------------------------------|---------------------------------------|---------------|
| 12 July 2026 23:59 hrs CET | 26/CON07/RMP | As soon as possible | until 31 December 2026 for 130.5 days | Bonn, Germany |

Publication date: 19 June 2026

The United Nations Framework Convention on Climate Change (UNFCCC) is the focus of the political process to address climate change. The UNFCCC secretariat supports the Convention, its Kyoto Protocol and the Paris Agreement through a range of activities, including substantive and organizational support to meetings of the Parties and the implementation of commitments. It is a dynamic organization working in a politically challenging environment to help resolve one of the defining environmental issues of our time.

Purpose

This position is located in the UNFCCC secretariat in Bonn, Germany, in the Resource Mobilization and Partnerships (RMP) Unit. The RMP Unit leads the coordination of resource mobilization and partnership activities for the secretariat.

The consultancy will support the Strategic Partnerships Coordinator, who is responsible for secretariat-wide coordination of resource mobilization and partnerships with philanthropies, the private sector and high-net-worth individuals (HNWIs).

Under the supervision of the Strategic Partnerships Coordinator, the consultant will provide specialized analytical and partnership development expertise to identify, assess and advance strategic philanthropic partnership opportunities and non-Party funding streams aligned with UNFCCC priorities.

The assignment requires specialized knowledge of philanthropy, resource mobilization strategies, donor engagement, stakeholder analysis and partnership development approaches involving foundations, family offices and high-net-worth individuals.

Particular emphasis will be placed on supporting the Philanthropic Leadership Platform (PLP), developing philanthropic funding opportunities and advancing strategic relationships with philanthropic partners aligned with UNFCCC priorities.

Tasks

Particular activities include:

- Philanthropic prospect identification and analysis:** Identify and assess prospective foundations, family offices and HNWIs aligned with UNFCCC priorities; conduct research on funding strategies, thematic priorities and partnership potential; prepare analytical briefs and recommendations for engagement.
- Partnership development and donor engagement:** Support development of donor engagement strategies, funding concepts, pitch materials and partnership approaches for priority philanthropic prospects; contribute to advancement of philanthropic funding opportunities and strategic partnerships.



- 3. Philanthropic opportunity assessment and pipeline analysis:** Analyze priority philanthropic sectors, foundations, family offices and HNWI opportunities; prepare periodic assessments and recommendations on engagement approaches, partnership potential and funding opportunities.
- 4. Proposal and funding concept development:** Support preparation of funding concepts, grant proposals, briefing materials and partnership recommendations; coordinate inputs to ensure alignment with secretariat priorities and expected outcomes.
- 5. Philanthropic Leadership Platform (PLP) and partner engagement:** Support preparation of the Philanthropic Leadership Platform and related philanthropic convenings; contribute background research, briefing materials and recommendations to support strategic partnership objectives.
- 6. Reporting and analysis:** Prepare concise analytical updates on funding opportunities, donor engagement efforts and pipeline developments; provide recommendations to support strategic decision-making on philanthropic engagement.
- 7. Other responsibilities:** Perform other duties as required to support the philanthropy and HNWI engagement workstream under the Strategic Partnerships Coordinator.

Timeframe

The contract period is from as soon as possible until 31 Dec 2026 for 130.5 working days with the possibility of extension.

Outputs

| Output | Date | Performance indicators |
|---|----------------|--|
| Strategic mapping and assessment of priority philanthropic prospects, including foundations, family offices and HNWIs | September 2026 | Assessment report delivered |
| Donor engagement recommendations and tailored funding concepts for priority philanthropic prospects | Monthly | Minimum 10 donor packages/recommendations produced |
| Analytical briefs and recommendations supporting PLP and philanthropic engagements | Ongoing | Briefs delivered in support of engagements |
| Final assessment of philanthropic funding opportunities and partnership pipeline | December 2026 | Final report submitted |

Duty station and places of travel

The assignment is based in Bonn Germany. Travel outside Bonn may be required as necessary for the performance of the assignment.



Requirements

Educational

Advanced university degree (Master's degree or equivalent) in Management, Business Administration, Economics, Engineering, Environmental Studies, Development Studies or related fields. A first-level university degree in combination with additional two years of qualifying experience may be accepted in lieu of the advanced university degree.

Experience:

Required: A minimum of two (2) years of progressively responsible professional experience in partnerships, resource mobilization, philanthropy, donor relations, stakeholder engagement or related fields. Experience conducting stakeholder research, opportunity assessments, partnership development and engagement with foundations, family offices, high-net-worth individuals or other philanthropic actors is required.

Asset/s: Work experience in an international organization or multicultural environment.
Work experience in a philanthropy, foundation, family office or resource mobilization function.
Experience in climate action, sustainable development or related fields.
Experience preparing grant proposals, funding concepts or donor engagement strategies.
Experience supporting high-level philanthropic convenings, donor dialogues or partnership initiatives.

Language skills:

Fluency in English (both oral and written) is required; knowledge of another UN official language is desirable.

How to apply:

Candidates, whose qualifications and experience match what we are looking for, should use the on-line application system available at <http://unfccc.int/secretariat/employment/recruitment>

Please note:

1. UNFCCC is committed to diversity and inclusion within its workforce, and encourages all candidates, irrespective of gender, nationality, religious and ethnic backgrounds, including persons with disabilities to apply.
2. We will confirm receipt of your application. However, only candidates under serious consideration and contacted for an interview will receive notice of the final outcome of the selection process.