

**JOB Description**

**Unit: Partnerships and Resource Mobilization**

**Position: Partnership Marketing Officer**

**Location: Amman**

**Direct Supervisor: Unit Director**

**Role Summary:** The Partnership Marketing Officer will be responsible for preparing, securing and managing both institutional and individual donor partnerships for NOOR Program and will work closely with the mass fundraising desk as well as our communications team on mass campaigns. The Partnership Marketing Officer will report to the Director of PRM and coordinate closely with the team for interaction of thematic fundraising initiatives with the existing donor coverage desks within PRM. Additionally, the position involves working closely with the NOOR's Program team to align fundraising initiatives with programmatic needs, to obtain timely information and updates, and to jointly drive proposal development to be submitted to donors

**Responsibilities**

**1. Institutional & Individual partnership building**

- Develop and execute a strategic partnership plan targeting both institutional donors and individual donors.
- Marketing the program through engagement with diplomatic missions, development agencies, donor governments, and grassroots fundraising initiatives to advocate for increased funding and support.
- Identify and secure funding opportunities from bilateral and multilateral donors, as well as high-net-worth individuals and grassroots donor campaigns.
- Cultivate and manage relationships with existing and potential partners to ensure long-term sustainability.
- Prepare and participate in negotiations for partnership agreements, MoUs, and funding contracts with institutional stakeholders.

**2. Fundraising & Proposal Development**

- Identify and respond to institutional and individual funding opportunities, including calls for proposals, grant applications, donor outreach, and online fundraising campaigns.
- Follow up with NOOR program team to develop compelling concept notes, proposals, and funding reports tailored to both institutional donors and individual contributors.
- Maintain an updated pipeline of funding opportunities and manage proposal submission timelines.

**3. Supporter Engagement & Communications**

- In partnership with Communications
- Create compelling content to share the impact of the NOOR Orphan Care Program through social media, newsletters, and donor reports.
- Develop targeted email and social media campaigns to engage supporters and encourage donations.
- Maintain a strong online presence and engage with the community through storytelling and multimedia content.
- Respond to donor inquiries and ensure excellent supporter stewardship.

#### 4. Strategic Coordination & Representation

- Strengthen collaboration with regional and international networks focused on child protection and humanitarian response.
- Work closely with the PRM individual, institutional and mass funding desk on dedicated campaigns to mobilize public and individual donations.
- Serve as the primary liaison between the orphan care program and external partners.

#### 5. Monitoring, Reporting & Compliance

- Ensure compliance with donor requirements and reporting standards for all institutional and individual partnerships.
- In partnership with program team ; track partnership impact and prepare reports for donors, program leadership, and stakeholders.
- Develop key performance indicators (KPIs) to assess partnership success and refine strategies as needed.

#### Qualifications

- Master's or bachelor's degree in international relations, Development Studies, Public Policy, Social Work, or a related field.
- 7–10 years of experience in partnership building, Programs promotion and marketing, institutional and individual fundraising, donor relations, or resource mobilization, preferably in the humanitarian or child protection sector.
- Proven track record in building partnerships, marketing and promoting humanitarian and development.
- Proven track record in securing funding from institutional and individual donors.
- Excellent networking and diplomatic skills for engaging with high-level stakeholders.
- Strong writing skills for proposals, donor reports, and fundraising materials.
- Deep understanding of the humanitarian and development landscape in Palestine.
- Full fluency in English and Arabic (mandatory).
- Ability to work independently in a fast-paced and high-pressure environment.
- Strong negotiation and communication skills with a diplomatic approach.
- Deep commitment to child protection and humanitarian principles.
- Deep commitment to and knowledge of the Palestinian cause.