



## CONSULTANCY - TERMS OF REFERENCE

# Catalytic Financing & Partnerships

*UNICEF Office of Innovation*

*Duration: 6 months (130 working days)*

*Duty Station: Remote; coordinates with Stockholm time zone (CET)*

### Advertising summary

UNICEF's Office of Innovation (OOI) is seeking a Catalytic Financing and Partnerships consultant to conduct a mapping and pursue a priority philanthropic partners pipeline for OOI's Innovation30 climate initiative, Venture Fund, and related initiatives. The initial focus will be on the United States, United Kingdom, and TBC priority markets.

The ideal candidate will have extensive experience in the US and/or UK philanthropy market, especially in the climate and/or emerging tech sectors, with demonstrated experience designing and delivering partnership engagement strategies.

The successful candidate will be part of the OOI Partnerships & Communications team. They will work remotely but hours are required to be complementary to the CET time zone.

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### Child Safeguarding

Is this project/assignment considered as "Elevated Risk Role" from a child safeguarding perspective?  YES  NO

If YES, check all that apply:

**Direct contact role**  YES  NO

If yes, please indicate the number of hours/months of direct interpersonal contact with children, or work in their immediately physical proximity, with limited supervision by a more senior member of personnel:

**Child data role**  YES  NO

If yes, please indicate the number of hours/months of manipulating or transmitting personal-identifiable information of children (name, national ID, location data, photos):

**More information is available in the** [Child Safeguarding SharePoint](#) and [Child Safeguarding FAQs and Updates](#)

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## Summary

UNICEF works in some of the world's toughest places, to reach the world's most disadvantaged children. To save their lives. To defend their rights. To help them fulfill their potential.

Across 190 countries and territories, we work for every child, everywhere, every day, to build a better world for everyone. And we never give up.

## For every child...innovate

UNICEF has a 70-year history of innovating for children. We believe that new approaches, partnerships and technologies that support realizing children's rights are critical to improving their lives.

The Office of Innovation is a creative, interactive, and agile team in UNICEF. We sit at a unique intersection, where an organization that works on global issues meets the start-up thinking, the technology, and the diverse partners that turn this energy into scalable solutions for social impact.

UNICEF's Office of Innovation creates opportunities for the world's children by focusing on where new markets can meet their vital needs, including by:

Connecting youth communities (or more broadly -- anyone disconnected or under-served) to decision-makers, and to each other, to deliver user-informed, locally relevant, and resilient programmes that build better, equitable, inclusive futures for children.

Provoking change for children through an entrepreneurial approach -- in a traditionally risk averse field -- to harness rapidly moving innovations and apply them to serve the scale of demand.

Creating new models of partnership that leverage shared values across the public, private and academic sectors in order to deliver robust, fast, and lasting results for children.

## **Our team**

We're an interdisciplinary team around the world tasked with identifying, prototyping, iterating and scaling new technologies and innovative practices. With our diverse partners, we focus on convening and collaborating on different solutions, low- and high-tech, by:

- **Looking** at the 2-5 year horizon to evaluate emerging and trending technologies and innovations to see how UNICEF can work with diverse industries and sectors on doing better business while improving essential services for children;
- **Investing** in early stage solutions that show great potential to positively impact children in the near future including the Venture Fund that invests in open source technology solutions from start-ups based in emerging markets;
- **Identifying** proven solutions that can be implemented at national scale in multiple countries – taking the ideas that meet the demand of thousands in one country, bringing them to dozens of countries across multiple sectors, to impact the lives of millions of children and their communities.

## **How can you make a difference?**

We are seeking a passionate and experienced consultant to support with conducting a mapping and pursuing a priority philanthropic partners pipeline for OOI's Innovation30 climate initiative, Venture Fund, and related OOI 2024/5 priority initiatives. The initial focus will be on the US, UK, and TBC priority markets.

## **Your main responsibilities will be:**

UNICEF is seeking a consultant to conduct a strategic mapping of the philanthropic sector to create a refined and targeted philanthropic partners pipeline to pursue for shared value partnership for the Innovation30 initiative, Venture Fund, and other OOI priority initiatives. The initial focus will be on the US, UK and TBC priority market based on discussions with the chosen consultant. Prospects will be prioritized according to appropriate mission alignment and capacity to financially and strategically champion the initiatives' social impacts for children and their communities, e.g., Innovation30's climate impact on children and demonstration of the vast potential of climate entrepreneurs under 30 years old to be the architects of robust and scalable solutions.

The consultant will be responsible for:

- A partner matrix, analytical mapping, and priority outreach pipeline of philanthropic partner prospects for Innovation30 and the Venture Fund in the US, UK, and TBC geographic market(s)
- An engagement strategy and supporting outreach to select prospect partners, including via existing networks, events, and other relationship development tactics
- Supporting the design of an Innovation30 pooled fund platform, including key performance indicators and other relevant details to be shared in partner dialogue and negotiation

## Description of assignment

	Main Deliverable Task	Deliverable Description	Delivery Frame
1	<b>A partner matrix, analytical mapping, priority pipeline</b>		<i>40% of tasks outlined, see payment schedule below</i>
		Liase with UNICEF Innovation30 and Venture Fund teams to develop a familiarization with the initiatives, and related OOI initiatives that may support outreach efforts as a wider OOI narrative	Month 1
		Review and analyze current Innovation30 and Venture Fund partner pipelines and the wider OOI current and pipeline prospect partners, as well as consult with various UNICEF partnership business units	Month 1
		Conduct research and analysis to support the identification of prospective philanthropic partners in the US market	Months 1-2
		Conduct research and analysis to support the identification of prospective philanthropic partners in the UK and possibly TBC market	Months 2-4
		Develop a partner matrix to present the prospect research findings to the UNICEF Innovation30 and Venture Fund teams monthly	Month 2-6
		Develop and justify priority partner pipelines for outreach	Month 2, Month 4, Month 6
		2	

	<b>An engagement strategy and supporting partner outreach</b>	Develop and present an engagement strategy for priority pipeline prospects	Month 1
		Support outreach to priority prospects according to the strategy tactics	Months 2-6
		Using the partner matrix present results of prospect outreach to the UNICEF Innovation30 and Venture Fund teams monthly	Month 2-6
3	<b>Innovation30 pooled fund platform</b>		<i>20% of tasks outlined, see payment schedule below</i>
		Support the development of a pooled fund design, including key performance indicators	Month 3
		Support the presentation of the pooled fund design to the UNICEF Innovation30 team and others	Month 3
		Support the editing, adaptation and finalization of the pooled fund design based on inputs and feedback	Month 5

### To qualify as an advocate for every child you will have...

- An advanced university degree (Master's or higher) in one of the following or related fields: public and/or private sector partnerships, public relations and communications, social sciences, business administration and management.

\*A first University Degree combined with 2 additional years of professional experience may be accepted in lieu of an Advanced University Degree.

- A minimum of 10 years' experience and in-depth knowledge of the US, UK and global philanthropy markets, with experience in the climate and/or emerging tech sector as beneficial.
- A passion for finding pathways to collectively deliver innovation as a game changer social impact accelerator for every child, everywhere today, and for setting a new pace of equitable and inclusive social impact for future generations of children.
- Demonstrated experience and expertise in identifying strategic partners that have led to shared-value partnership success.
- Experience supporting partnership alignment with the development/non-profit organization sector, with experience in/with the United Nations (UN) as a bonus.
- Substantial knowledge of research methods and data sources as well as philanthropy motivations across different geographical markets
- Extensive analytical skills and shaping of strategic partnership relationship engagement tactics.
- Excellent written and verbal communication skills.
- Strong personal management skills - ability to work independently, autonomously, take initiative, prioritize, and meet deadlines.
- Fluency in English is required. Knowledge of another official UN language (Arabic, Chinese, French, Russian or Spanish) or a local language is an asset.

### Travel:

- The consultant is expected to travel to United States and possibly another places, to be confirmed, for a stay of 6 nights per trip (two trips – USA + TBC) in 6 months of the contract. The actual cost (economy class) and daily subsistence allowance will be reimbursed upon completion of the trip and submission of receipts for reimbursement.
- The consultant is responsible for arranging his/her own travel, including visa and travel insurance.

## Payment details and further considerations

- Payment of professional fees will be based on the submission of agreed deliverables. UNICEF reserves the right to withhold payment in case the deliverables submitted are not up to the required standard or in case of delays in submitting the deliverables on the part of the consultant.
- Payment schedules as per outlined tasks above are:

Deliverable	A partner matrix, analytical mapping, priority pipeline	An engagement strategy and supporting partner outreach	Innovation30 pooled fund platform	Total
	%	%	%	%
<b>Month 1</b>	10	5		<b>15</b>
<b>Month 2</b>	10	5		<b>15</b>
<b>Month 3</b>	10	10	10	<b>30</b>
<b>Month 4</b>	5	10		<b>15</b>
<b>Month 5</b>		10	5	<b>15</b>
<b>Month 6</b>	5	5		<b>10</b>
<b>Total</b>	<b>40</b>	<b>45</b>	<b>15</b>	<b>100</b>

## How to apply:

- Interested applicants are required to submit examples of previous related work they've undertaken and/or an outline of how they'd approach this project
- Interested applicants are required to submit a financial proposal with an all-inclusive fee. Please see the financial proposal template.
- **Applications without a financial proposal will not be considered.**

## For every Child, you demonstrate...

UNICEF's values of Care, Respect, Integrity, Trust, Accountability, and Sustainability ([CRITAS](#)).

To view our competency framework, please visit [here](#).

UNICEF is here to serve the world's most disadvantaged children and our global workforce must reflect the diversity of those children. The UNICEF family is committed to include everyone,

irrespective of their race/ethnicity, age, disability, gender identity, sexual orientation, religion, nationality, socio-economic background, or any other personal characteristic.

UNICEF offers reasonable accommodation for consultants/individual contractors with disabilities. This may include, for example, accessible software, travel assistance for missions or personal attendants. We encourage you to disclose your disability during your application in case you need reasonable accommodation during the selection process and afterwards in your assignment.

UNICEF has a zero-tolerance policy on conduct that is incompatible with the aims and objectives of the United Nations and UNICEF, including sexual exploitation and abuse, sexual harassment, abuse of authority and discrimination. UNICEF also adheres to strict child safeguarding principles. All selected candidates will be expected to adhere to these standards and principles and will therefore undergo rigorous reference and background checks. Background checks will include the verification of academic credential(s) and employment history. Selected candidates may be required to provide additional information to conduct a background check.

**Remarks:**

Only shortlisted candidates will be contacted and advance to the next stage of the selection process.

Individuals engaged under a consultancy or individual contract will not be considered “staff members” under the Staff Regulations and Rules of the United Nations and UNICEF’s policies and procedures, and will not be entitled to benefits provided therein (such as leave entitlements and medical insurance coverage). Their conditions of service will be governed by their contract and the General Conditions of Contracts for the Services of Consultants and Individual Contractors. Consultants and individual contractors are responsible for determining their tax liabilities and for the payment of any taxes and/or duties, in accordance with local or other applicable laws.

The selected candidate is solely responsible to ensure that the visa (applicable) and health insurance required to perform the duties of the contract are valid for the entire period of the contract. Selected candidates are subject to confirmation of fully-vaccinated status against SARS-CoV-2 (Covid-19) with a World Health Organization (WHO)-endorsed vaccine, which must be met prior to taking up the assignment. It does not apply to consultants who will work remotely and are not expected to work on or visit UNICEF premises, programme delivery locations or directly interact with communities UNICEF works with, nor to travel to perform functions for UNICEF for the duration of their consultancy contracts.