

## Local Resource Mobilization & Development Officer - AIDS 2020

### About the IAS:

The mission of the International AIDS Society (IAS) is to lead collective action on every front of the global HIV response through its membership base, scientific authority, and convening power.

Founded in 1988, the IAS is the world's largest association of HIV professionals, with members from more than 180 countries working on all fronts of the global AIDS response. Together, we advocate and drive urgent action to reduce the global impact of HIV.

The IAS is the steward of the world's two most prestigious HIV conferences – the International AIDS Conference and the IAS Conference on HIV Science. These conferences have established a gold-standard meeting that convenes the world's top scientists, civil society members and policymakers to jointly discuss the fight against HIV.

We promote and invest in HIV advocacy and research on key issue areas through our strategic programmes, initiatives, and campaigns that advocate for urgent action to reduce the global impact of HIV, including increased investment in HIV cure research; optimizing treatment and care for infants, children and adolescents with HIV in resource-limited settings; preventing and treating HIV-related co-infections; and expanding access to prevention, treatment and care for key populations at higher risk for HIV – such as men who have sex with men, people who inject drugs, sex workers and transgender individuals – including protecting their human rights by combatting punitive laws and discriminatory policies.

More information on IAS can be found at [www.iasociety.org](http://www.iasociety.org).

### About AIDS 2020:

The International AIDS Conference is the largest gathering on HIV and AIDS in the world. First convened during the peak of the AIDS epidemic in 1985, it continues to provide a unique forum for the intersection of science, advocacy and human rights. Each conference is an opportunity to strengthen policies and programmes that ensure an evidence-based response to the epidemic. The conference also serves as a focal point to intensify political and financial commitments to AIDS. The 23rd International AIDS Conference (AIDS 2020) will take place in San Francisco and Oakland, US, on 6-10 July 2020. It is expected to convene nearly 20,000 delegates from more than 170 countries.

For more information, visit [www.aids2020.org](http://www.aids2020.org).

### Details of Employment:

The Local Resource Mobilization & Development Officer position will be based in San Francisco, California and report to the Director, Resource Mobilization & Development based at the International Secretariat in Geneva. The position is full-time and fixed-term to start from January 2019 to 31 August 2020.

### **Purpose of the Position:**

The incumbent will be responsible for contributing to the overall development and implementation of the fundraising strategy for AIDS 2020, with a particular focus on raising revenue from public and private sector donors and sponsors in the Bay Area and wider State of California.

The successful candidate must have proven abilities as a fundraiser, ideally in the public health sector. This is an excellent opportunity for a proactive and enthusiastic fundraising professional to further develop his/her strong skills in an international environment, identifying partnership opportunities, fostering relationships, and translating opportunities into revenue streams to help maximize donor and sponsor interest and partnerships for AIDS 2020 in San Francisco and Oakland.

### **Main Responsibilities:**

- Work with the Director for Resource Mobilization and Development, the Head of IAS' local office, and other colleagues to identify new donors and sponsors among foundations, corporations, and high-net-worth individuals and cultivate relationships with existing partners to support AIDS 2020
- Pursue funding opportunities with government agencies at City (San Francisco and Oakland) and State level
- Support global fundraising for AIDS 2020 by cultivating relationships with local offices of global public and private sector partners and through inputs into proposals and other relevant documents
- Develop presentations, project proposals, concept notes and agreements, with input – where required – from IAS project managers
- Support the design, implementation and management of fundraising events and campaigns
- Arrange, document and follow up on meetings
- Contribute to donor/sponsor reporting post-AIDS 2020

### **Academic Qualifications:**

- Required: A degree in international relations, public relations, marketing and sales, social science, political sciences, or a related field
- Desirable: Certificate/Diploma in fundraising

### **Work Experience:**

- Minimum 3-5 years' experience in fundraising and business development and demonstrated financial success are essential
- Excellent understanding of the relevant Bay Area/California corporate and foundation landscape
- Strong knowledge of public sector budgetary processes and timelines and preferably prior experience in securing government financial support
- Experience in the public health sector and with major conferences would be an asset

### **Skills/Competencies:**

- Excellent communication skills and ability to motivate commitment in clients and colleagues
- Excellent proposal and report writing skills
- Ability to effectively organize and prioritize work and deliver to tight deadlines
- Strong team player
- Knowledge of HIV/AIDS and global health issues an asset

### Languages:

- Strong English language communication skills both written and oral are essential for this position
- Knowledge of other languages is a plus.

### How to Apply:

**Interested and qualified candidates should send their CV and a cover letter, in English and by email only, to [recruitment@iasociety.org](mailto:recruitment@iasociety.org).** The applications will be reviewed on a rolling basis. Please note that only shortlisted candidates will be contacted.

Only candidates from the US or candidates in possession of a valid US work visa will be considered.

IAS employees are evidence-based, human rights-focused, inclusive and accountable partners in the HIV response. Candidates must display genuine commitment to IAS values (learn more [here](#)).

The IAS is committed to recruiting and sustaining a skilled, effective, diverse and gender-balanced workforce, and to the greater involvement of people living with HIV (GIPA) in all aspects of its work. **People living with or affected by HIV are strongly encouraged to apply.**