



**INTERNATIONAL
COFFEE
ORGANIZATION**

ED 2371/21

10 May 2021
English only

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**Resource Mobilization Consultancy for the
Coffee Public-Private Task Force**

1. The Executive Director presents his compliments and wishes to inform Members and members of the Private Sector Consultative Board that the Organization is currently seeking the services of a Consultant/individual contractor, full time position for 8 months.
2. The Terms of Reference for the Consultancy, together with the necessary information for applicants, is attached. Only applicants short-listed for the post will be acknowledged.
3. Members are kindly requested to bring this Consultancy notice to the attention of qualified candidates.
4. The deadline for applying for this Consultancy position is **21 May 2021**. Applications should be addressed to the Executive Director (ed@ico.org), accompanied by a motivation letter and a curriculum vitae.



RESOURCE MOBILIZATION CONSULTANCY FOR THE COFFEE PUBLIC-PRIVATE TASK FORCE

Terms of Reference

Department/Office:	Operations Division
Duty Station:	Home-based
Type of contract:	Consultancy (Individual expert or company)
Estimated Start Date:	1 June 2021
Duration	8 months with the possibility of extension (full time)
Closing Date for Application:	21 May 2021

About the International Coffee Organization

The International Coffee Organization (ICO) is an intergovernmental body, set up in 1963 under the auspices of the United Nations, responsible for implementing the International Coffee Agreement (2007) to strengthen the global coffee sector and promote its sustainable development in economic, social and environmental terms.

The ICO provides a unique forum for the global coffee community, working actively with its Member governments, international organizations, the private sector and all other stakeholders to address the challenges and opportunities facing the global coffee community, including the development and implementation of strategies to enhance the livelihood and the capacity of local rural communities and smallholder farmers to benefit from coffee production.

The ICO Five-Year Action Plan 2017-2021 identified three strategic goals, comprising I. Delivering world-class data, analysis and information to the industry and policy-makers; II. Using the Organization's convening power to provide a forum for dialogue between and within the public and private sectors; and III. Facilitating coffee sector development projects and promotion programmes through public-private partnerships.

ICO Member Governments represent 98% of the world's coffee production and two-thirds of world consumption, providing a unique forum for the global coffee community.

The Operations Division

The Operations Division is responsible for the day-to-day operations of the ICO. It encompasses three main functions: a) statistics including data collection, management, analysis and reporting; b) economic research and analysis including the publishing of the ICO Coffee Development Report (CDR) and development, fundraising and monitoring of technical cooperation projects; and c) Secretariat and Communication covering the relations with ICO Member governments, other countries and public and private coffee stakeholders, as well as development partners and civil society, the organization of ICO annual conferences and meetings and external communication to promote the ICO and its activities with Members, coffee stakeholders, development partners and the media.

The Coffee Public-Private Task Force

In September 2018, the International Coffee Council (ICC) adopted Resolution 465 on “Coffee price levels” during the 122nd Session in London. This led to a Sector Dialogue organized by the ICO, engaging the relevant sector stakeholders and broader international community in the dialogue on coffee price levels. This culminated in the development of a joint Declaration of Intent of stakeholders from both the private and public sector in the form of the “London Declaration” which was signed the next year in September 2019 by 12 private sector companies and welcomed by the 125th ICC Session, which also adopted the Council Decision ICC-125-10 requesting the ICO to set up a Coffee Public-Private Task Force (CPPTF).

The CPPTF now consists of 16 private sector ‘Sherpas’ – representatives of the signatory companies – and 16 public sector representatives of ICO Member countries, both importing and exporting. The aim of the CPPTF and its related Technical Workstreams (TW) is to implement the ICC Resolution 465 and the London Declaration, thereby actively advancing the work of the Sector-Wide Dialogue initiated and led by the ICO. The ultimate objective of the Task Force is to build consensus on priority issues and actions to be submitted for consideration to the International Coffee Council (ICC) and the CEO and Global Leader Forum (CGLF) and to be implemented to achieve a sustainable and prosperous future for coffee producers and the sector as a whole.

Terms of Reference

DUTIES AND RESPONSIBILITIES

This consultancy, within the Operations Division, is related to the operation of the Coffee Public Private Task Force (CPPTF) and it would entail organizing all activities related with mobilization of external resources to meet the Task Force funding requirements. The consultant undertakes external relations efforts increasing ICO and CPPTF’s profile among donors and key stakeholders, monitors donor trends, financial projections and recommends potential partners and targeted efforts for new funding opportunities and approaches that assist the global reach of the ICO Task Force efforts.

Expected Outcomes

- Comprehensive analysis and mapping of funding landscape and opportunities.
- Resource mobilisation strategy and workplan to pursue identified opportunities.
- Engagement activities that lead to funding commitments.
- Resource Mobilization event held to foster interest and visibility for the CPPTF.

Objectives and key results (OKRs)

The objective of the consultancy is to assist the ICO in leading a coordinated resource mobilization effort to ensure a strategic, consistent and coordinated resource mobilization process in support of the ICO’s Coffee Public-Private Task Force.

The incumbent will work under the supervision of, and report to, the Head of Operations and work directly with the Coordinator of the CPPTF and liaise with other ICO staff as deemed necessary. The incumbent will be responsible for the following tasks:

- Review the CPPTF Roadmap and identify main funding gaps and requirements for both CPPTF operations and for implementation of identified actions (seed money and full budget).
- Conduct analysis of existing ICO funding landscape regarding sustainable agricultural supply chains, specifically coffee, assessing the context, donor history, likely future directions of the relationship with the ICO, potential future resource mobilization opportunities.
- Take the lead in identifying and mapping new funding opportunities, across wide variety of sources: IFIs, impact investors, private sector, trusts and foundations, international aid community, crown funding, etc.
- Set up a data base of existing and new funding partners.
- Based on analysis, scoping and mapping exercise, develop a partnership engagement and resource mobilization strategy to ensure the overall budget for investments needed for the Task Force initiatives and also operational budget are covered.
- Develop workplan for each identified funding opportunity to include a set of strategic objectives for the development of the relationship. Following this, develop an action plan set to time with deliverables to achieve financial and qualitative targets agreed.
- Design and develop resource mobilization presentations, communications materials, briefing notes; participating in donor and membership meetings and assist the Head of Operations in the finalization of donor agreements.
- Assist to write specific resource mobilization proposals/concepts, and coordinating with the Technical Workstream Facilitators of the Task Force for the specific details.
- Coordinate with potential implementing/executing agencies of Task Force initiatives (e.g. SECO, BMZ/GIZ, UNDP, World Bank, etc.) and Task Force Technical Workstream facilitators.
- Design, plan and implement a virtual CPPTF Resource Mobilization event to generate interest and secure leads.
- To undertake other related activities as required by the Head of Operations.

Required Qualifications of the consultant(s)/service provider

Education	University degree in development, economics, development finance, international or public relations, social sciences, law or related field
Experience	<ul style="list-style-type: none"> - At least five years combined national and international experience and exposure in the area of external relations and/or partnership development and management, fund raising and resource mobilization experience with international donor community (IFIs, UN system, EU, bilateral international cooperation – UKAID, USAID, GIZ, SECO, NORAD, SIDA, etc., trusts and foundations, etc.). - Specific experience in funds mobilization for public-private partnerships, preferably related to sustainability and to agricultural/rural development/agro-industry Global Value Chains - Experience working with and/or accessing funding systems, donor organizations and decision-makers. - Experience in planning and coordinating briefings to different audiences including donors and supporting senior level

	<p>participation in high level pledging conferences. Knowledge of emerging area of impact investments and private sector funding would be an asset.</p> <ul style="list-style-type: none"> - Experience in working in a multicultural environment and knowledge of the coffee sector would be an advantage.
Skills	<ul style="list-style-type: none"> - Excellent communications skills, both oral and written in English, particularly in the context of concept notes, proposals, appeals. Knowledge of other official languages of the Organization (Spanish, Portuguese and French) would be an asset. - Good analytical skills in developing and implementing resource mobilization strategies. - Initiative taker, self-motivation and a commitment to continuously work results oriented. - Good experience in effective working relations with multidisciplinary and multicultural teams. - Ability to identify and act on opportunities in a complex and competitive resource environment. - Adaptable and able to work effectively with fundraising systems and donor organizations at all levels of complexity. - Ability to establish and maintain good working relations with government representatives, international organizations, private sector companies and organizations.

How to apply

- Interested candidates are invited to submit their CVs to ED@ico.org, by 21 May 2021 at the latest, referring to this advertisement.

Posting period:

- From 10 to 21 May 2021
- The ICO only accepts duly completed applications with a motivation letter and a Curriculum Vitae using:
 - o Can be downloaded https://europass.cedefop.europa.eu/sites/default/files/ecv_template_en.doc
 - o or online and saved <https://europass.cedefop.europa.eu/editors/en/cv/compose>
 - o Your application will be acknowledged **only** in the case that you are shortlisted for an interview. Candidates may be tested in all relevant areas.
- For further information please refer to: www.ico.org

No Fees:

- The ICO does not charge a fee at any stage of its recruitment process (application, interview, processing, training or other fee). The ICO does not request any information related to bank accounts.