

**TITLE:** Communications and Fundraising Advisor

**PARTNER (S):** Hambantota District Chamber of Commerce

**LOCATION OF ASSIGNMENT:** SRI LANKA , Hambanthota

**CONTRACT DURATION:** Flexible duration (3-8 months)

**DESCRIPTION:**

Uniterra is a leading Canadian international volunteer cooperation and development program, jointly implemented by the Centre for International Studies and Cooperation (CECI) and World University Service of Canada (WUSC).

Uniterra contributes to improving the socio-economic conditions of poor and marginalized communities in 14 countries and with over 200 partners in Africa, Asia and the Americas through the exchange of expertise and knowledge of Canadian and international volunteers. Uniterra believes that economic growth, when inclusive, is the most powerful driver of poverty reduction. The purpose of the Uniterra program is to improve the lives of some of the world's most vulnerable populations by stimulating growth and facilitating access to the benefits of growing and diversified markets. To make this happen, we are working with our local partners to enhance the income of poor and marginalized women and youth through better access to employment and income generation opportunities. Uniterra country program staff work with our local partners to design Uniterra assignments in the context of the country strategy, supporting the inclusion of women and youth in key economic subsectors.

For more information on the Uniterra program, our approach and countries of focus please visit: [Uniterra.ca](http://Uniterra.ca).

**PARTNER DESCRIPTIONS:**

Hambanthota District Chamber of Commerce (HDCC) key role is to prepare the business community to face challenges by identifying, planning and implementing relevant projects and programmes which will benefit them and the district as a whole. Currently, this means ensuring that the business community is properly prepared to take advantage of the changes that will come to the district as a result of major development projects already underway and planned for the southern region. In recent years, HDCC has been able to go beyond the original concept of a Chamber of Commerce and has led a number of special projects aimed specifically at the overall economic development of the district - particularly by making use of the national and international partnerships that have been built over the year. The HDCC promotes tourism under the name of "deep south" in southern Sri Lanka. [www.deepsouth.lk](http://www.deepsouth.lk) or [deepsouth@hdcc.lk](mailto:deepsouth@hdcc.lk).

HDCC is seeking a Communications and Fundraising Advisor to provide them with training and support on proposal writing and fundraising.

## RESPONSIBILITIES:

- Provide support to HDCC in identifying potential donors;
- Provide support to HDCC in fundraising activities including proposal writing; and
- Provide training to HDCC staff on proposal writing and fundraising;
- Consolidate the results, document best practices and participate in the implementation of exit strategies
- Ensure the participation of women and youth in all program activities; and
- Write reports requested by HDCC and the Uniterra Program.

## QUALIFICATIONS:

- Degree or training in communications, fundraising or a relevant field
- Minimum 2 years of experience in communications or fundraising
- Ability to work as a team
- Flexibility and adaptability
- Ability to work with people from different cultural backgrounds
- Interest and commitment to gender equality and social inclusion

## VOLUNTEER BENEFITS AND SUPPORT:

- Support and guidance prior to departure and while on assignment in country.
- Participation in a pre-departure training where you will have the opportunity to learn about the program, gain practical skills for living and working in an intercultural context and meet other volunteers. Travel, meals and accommodation are covered.
- In-country orientation and briefing upon arrival in country.
- Language training in country where required.
- Return flights, visas and work permits.
- Cost of required country specific vaccinations and antimalarials.
- Health insurance.
- Modest monthly living allowance while overseas.
- Accommodation while overseas.
- Vacation leave entitlement.
- Return debriefing in Canada after completion of assignment. Travel, meals and accommodation are covered.
- An incredible opportunity to enhance your professional skills and participate in an experience of a lifetime!

## ELIGIBILITY REQUIREMENTS:

- Applicants must be a Canadian citizen or permanent resident of Canada between the ages of 18-70.
- Departure date is contingent upon the timely completion of all administrative requirements (e.g. visa processes, medical clearance, police checks, and travel documentation).
- With the support of the program, all volunteers shall undertake to make a minimum financial contribution of \$1,500 for participating in the program.