

Foundation for the Global Compact

Job Opening | Consultant - Partnership, Fundraising and Events (SME)



POSITION TITLE: Consultant, Partnerships, Fundraising & Events (SME)

DEPARTMENT/OFFICE: Foundation for the Global Compact

DUTY STATION: New York, NY

DURATION OF ASSIGNMENT: 4 months

STARTING DATE: February 2024

POSITION SUMMARY

The UN Global Compact is the world's largest sustainability initiative with over 15,000 participating companies in 163 countries and 68 Local Networks around the world. It enables and supports companies across all sectors, geographies and sizes in their efforts to help meet the Sustainable Development Goals. Today, 75% of the companies that participate in the UN Global Compact have implemented activities to advance the SDGs.

The strategic ambition of the Global Compact is to accelerate and scale the global collective impact of business by upholding the Ten Principles and delivering the SDGs through accountable companies and ecosystems that enable change.

The United Nations Global Compact Office is supported by the Foundation for the Global Compact, a U.S.-based non-profit that exists solely to provide vital financial, operational and programmatic assistance to the work of the UN Global Compact.

The Foundation for the Global Compact is seeking a consultant to support the implementation of the new Sustainable SME & Supply Chain Programme.

A company's entire supply chain can make a significant impact in promoting human rights, fair labor practices, environmental progress, and anti-corruption policies. However, UN Global Compact participants rank supply chain practices as the biggest challenge to improving their sustainability performance. Extending the UN Global Compact's Ten Principles into the supply chain can be difficult because of the scale and complexity of many supply chains. The key challenges include pressing operational priorities, a small resource base (technical, human capital, financial), an under-developed regulatory agenda on sustainability and a knowledge gap at the enterprise level.

For these and other reasons, the UN Global Compact is scaling up its efforts to better support SMEs and foster sustainable supply chains.

Under the guidance of the Senior Manager of the Sustainable SME & Supply Chain Programme, the Consultant will conduct policy research and analysis, prepare a variety of briefings, management templates, presentations, and provide operational support to advance the following strategic objectives:

1. Enhance the United Nations Global Compact's (UNGC) value proposition for small businesses through the establishment of a multi-stakeholder alliance. This alliance will be dedicated to forging partnerships and shaping policies that offer improved support to small and medium-sized enterprises (SMEs) on their sustainability pathways.
2. Foster collaboration between corporate participants of the UN Global Compact and various United Nations bodies and international organizations through a diverse range of events and initiatives.
3. Support fundraising activities for the new Sustainable SME & Supply Chain Programme.
4. Rollout project activities focusing on increasing the adoption of sustainable practices and actions by SMEs.

DUTIES AND RESPONSIBILITIES

Institutional research and policy analysis (20%):

- Provide coherent, thoughtful analysis of important policies, trends and developments affecting UNGC relating to the UN system; programmes on advancing supply chains to support the 2030 Agenda, and UN-business partnerships, including donor relations.
- Produce a variety of high-quality written materials, including correspondence, briefing and strategy notes, memoranda, presentations, talking points and speeches, policy and partnership proposals, website content, meeting agendas, newsletters, etc.

Partnership Management & Coordination (40%):

- Identify and manage partnerships in line with the Sustainable SME & Supply Chain Programme's objectives and its regional priorities (e.g. Donor government agencies, industry associations, foundations, corporations, Academia, etc.).
- Performance Monitoring: Develop individual partnership workplans, track and measure the performance of such partnerships against predefined key performance indicators. Develop tracking and monitoring templates in line with clients, UNGC and UNGC's M&E Unit's priorities.
- Together with UNGC's PRIME team, establish UNGC Think Labs on fostering sustainable supply chains.

Events Management (40%):

- Support the organisation of the UNGC's Annual Summit on Sustainable Supply Chains/SMEs, including concept development, event plans with schedules, task lists and attendee engagement and registration.
- Support Regional teams to organise Regional High-level meetings to create impactful programmes.

RESULTS EXPECTED

- Support the delivery of the UNGC's Annual Summit on Sustainable Supply Chains/SMEs.
- Contribute to the successful rollout of regional activities under the Sustainable SME & Supply Chain Programme.
- Establishment of regional Think Labs.

CORE VALUES

- **Integrity:** Demonstrates the values of the United Nations in daily activities and behaviors; acts without consideration of personal gain; resists undue political pressure in decision-making; does not abuse power or authority; stands by decisions that are in the Organization's interest, even if they are unpopular; and takes prompt action in cases of unprofessional or unethical behavior.
- **Professionalism:** Shows pride in work and in achievements; demonstrates professional competence and mastery of subject matter; is conscientious and efficient in meeting commitments, observing deadlines and achieving results; is motivated by professional rather than personal concerns; shows persistence when faced with difficult problems or challenges; and remains calm in stressful situations.
- **Respect for Diversity:** Works effectively with people from all backgrounds; treats all people with dignity and respect; treats men and women equally; shows respect for and understanding of diverse points of view and demonstrates this understanding in daily work and decision-making, examines own biases and behaviors to avoid stereotypical responses, and does not discriminate against any individual or group.

EDUCATIONAL AND EXPERIENCE REQUIREMENTS

Education:

Graduate degree in international sustainable development, public policy, communications or similar field, with a focus on international organizations, partnerships and policy.

Requisite Skills:

- Strong analytical and critical thinking skills
- Exceptional communication (oral and written), interpersonal and collaborative skills.
- Strong work ethic, highly organized, great attention to detail, and ability to thrive in a fast-paced, time-sensitive environment.

Work experience:

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- Experience writing and editing reports, briefings, letters, and other written materials of highest quality (suitable for publication or for consumption by senior UN officials).
- 3 years' experience working with the United Nations, either within a UN entity or in an international organization environment.
- Experience with corporate sustainability and hands-on involvement in public-private partnerships, fundraising and events for international development.

LANGUAGES:

English

RECRUITMENT PROCESS

Please include the following materials in your e-mail submission to hrinquiries@unglobalcompact.org with the subject heading “**Consultant, Partnerships, Fundraising & Events (SME)**”

1. Cover Letter
2. Resume/CV

Applications to be accepted by **February 5th, 2024**

Given the anticipated volume of submissions, only highly qualified candidates will be contacted.

No phone calls or unsolicited emails outside of the submission process.