

Fund Development Consultant

1. Background

Africa Digital Rights Hub LBG (ADRH) is a not-for-profit think-and-action dedicated to promoting digital rights across Africa. Founded to address the growing challenges and opportunities in the digital space, ADRH focuses on key areas such as data protection, cybersecurity, intellectual property, child online protection, and data governance.

Through research, advocacy, and capacity-building initiatives, ADRH aims to create a more inclusive, ethical, and secure digital environment that empowers individuals, businesses, and governments in Africa. As the demand for digital transformation and rights advocacy continues to grow, ADRH seeks to expand its impact by mobilizing resources to sustain and scale its innovative programmes and initiatives.

ADRH is therefore looking to engage a consultant to support its mission by identifying funding opportunities, fostering donor relationships, and drive sustainable financial growth for the organization.

2. Scope of Work

- Identify and develop a mix of funding sources, including grants, donations, sponsorships, earned income, and investments, to reduce dependency on any single source.
- Identify, establish and strengthen relationships with donors, corporate sponsors, foundations, and other stakeholders to ensure ongoing support.
- Improve the organization's ability to raise funds through training, hiring experienced staff, and utilizing effective fundraising tools and strategies.
- Identify and develop new revenue-generating activities, programs, or services that align with the organization's mission.
- Develop a comprehensive financial plan that outlines revenue projections, budgeting, cash flow management, and contingency strategies to ensure financial stability.
- Invest in the necessary infrastructure, such as technology, systems, and processes, to support effective fund development and financial management.
- Articulate the organization's mission, impact, and value proposition to inspire and attract donors and partners.
- Ensure proper acknowledgment, recognition, and reporting to donors and funders to build trust and encourage long-term support.
- Develop systems to track and report on the outcomes and impact of funded projects, demonstrating the organization's effectiveness and accountability.
- Stay agile and responsive to changing economic, social, and political environments that may affect funding opportunities and strategies.

3. Evaluation Criteria for Consultant Selection

- Master's Degree in a Relevant Field.
- Proven experience in fundraising for non-profits or similar organizations.
- Proven track record of securing funding from grants, corporate donors, and philanthropic organizations
- Demonstrated success in securing funding from diverse sources.

- Exceptional communication and interpersonal skills.
- Knowledge of ADRH's focus areas (digital rights, data privacy, cybersecurity, etc.) can be an advantage.
- Proficiency in fundraising tools and donor management systems.

4. Deliverables

Specific outputs expected from the consultant, such as a comprehensive fundraising strategy document, monthly progress reports on fundraising activities and targets achieved, database of potential and engaged donors, etc.

5. Duration and Timelines for Deliverables

The fundraising projects will be implemented over a timeframe of 2 to 3 months, with key milestones and progress evaluations at regular intervals.

6. Reporting and Communication

The Consultant will report directly to Executive Director.

7. Budget and Payment Terms

There will be clear breakdown of the financial aspects of the consultancy, including the overall budget, payment schedules, and any additional costs.

Interested applicants should submit their applications, including a CV and a cover letter to info@africadigitalrightshub.org

Submission Deadline: 4th April 2025

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