



## GRANTS AND FUNDRAISING COORDINATOR

The Border Violence Monitoring Network (BVMN) is a horizontal self-organised network denouncing pushbacks, other human rights violations and broader forms of violence against people on the move at and within European borders. Our aim is to end the violence and injustice deriving from the discriminatory European migration regime and the politics of criminalisation of people on the move.

BVMN is looking for a grants and fundraising coordinator, with the aim to guarantee a constant management and follow up of both ongoing grants and proposal writing. The coordinator will work as part of the fundraising and finance team of BVMN, composed of one other colleague.

We look for a dynamic person, with previous experience in leading fundraising planning of small-medium organizations. Knowledge on how to engage with funders, planning capacity and proactivity are essential for this position.

### **Main responsibilities of the role:**

- Act as a focal point for BVMN's grants applications and fundraising actions as well as BVMN's focal point towards external donors
- Write new project applications in coordination with working groups and partner organizations.
- Project Management: lead efforts to fulfill project reporting requirements, monitor progress towards indicators across involved working groups, and lead communication with donors.
- Lead fundraising efforts: contribute to the implementation of the fundraising strategy and its development
- Support the Finance Team in general tasks assigned, defining internal fundraising protocols, and data management.
- Be involved in regular Fundraising & Finance meetings, and in meetings with other Working Groups and key bodies of the Network.

### **Who are we looking for?**

- Working experience managing donor-funded grants
- Excellent analytical, critical, organizational and computer skills
- Excellent written and spoken English

### **Preferred skills:**

- Great knowledge on the project cycle management as well as theory of change
- Great knowledge of the fundraising process in small-medium organizations
- Previous experience in managing grants applications and donor-care relations
- High autonomy and planning skills
- Excellent communication skills in dealing with different member organizations, as well as funders and institutions

### **Additional skills:**

- Fluency in French / Spanish / Italian / or German is an asset; Knowledge of Greek / any Balkan language / Arabic / or Farsi would also be an asset.



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- Photo/video editing combined with an excellent creativity to develop fundraising campaigns
- Good understanding of the migration flows in the Balkan areas and/or previous experience in the area is an asset
- Residency or right to work in the European Union is an asset

## What do we offer?

- 20 flexible working hours for a 12.000 net salary per year
- Remote working
- Work in a highly-motivated team, and possibility of bringing/implementing your ideas
- Work in a horizontal and non-hierarchical environment.
- Travel stipends for field visits in the Balkans, in-person meetings, and two BVMN in-person conferences per year.
- Possibility of joining the work of other Working Groups in the Network, including Advocacy, Legal, Research & Investigations.
- Numerous learning opportunities within the Network, including attendance to workshops and trainings organised internally.

## How to apply?

- Please fill this form by **June 23, 2024**:  
[https://docs.google.com/forms/d/e/1FAIpQLSdKPuTqdFF5tQu\\_AAK4otzOF5TWttw7O1abcJaWexCKUyzWCw/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSdKPuTqdFF5tQu_AAK4otzOF5TWttw7O1abcJaWexCKUyzWCw/viewform?usp=sf_link)