

ROLE PURPOSE

Role Title: Head of Institutional Funding

Division: Influence and Scaling Impact

Location: Global

Date: May 2025

Employment type: Full time, Permanent with flexible work arrangement

Reports to: Director of Scaling Impact

Number of direct reports: 2

Leadership Band: Leads Function

Purpose of the role:

The Head of Institutional Funding will lead and oversee The Fred Hollows Foundation's institutional funding strategy, working closely with Markets teams, Government relations and Advocacy, and Programs teams. They will support the growth, diversification, and effective management of funding from bilateral and multilateral donors, foundations, and government agencies. A key focus of the role is to foster strategic partnerships with donors, and strategy and implementing partners so we collectively maximise the impact and sustainability of The Foundation's work.

The **Head of Institutional Funding will own the outcomes of:**

1. Lead the development and implementation of a robust institutional funding strategy aligned with the Foundation's global vision and strategic priorities.
2. Monitor and respond to evolving donor landscapes, funding trends, and policy shifts.
3. Working with FHF Markets, Gov relations and Advocacy and Programs teams, cultivate and strengthen relationships with a diverse range of donors, including DFAT, WHO, UN agencies, and other large institutional donors.
4. Identify and pursue new funding opportunities working with global and country teams
5. Oversee high-quality grant design, development and processes
6. Work closely with program, technical, and finance teams to ensure alignment between program design and donor expectations.
7. Proactively develop and manage strategic partnerships with implementing partners, including NGOs, government bodies, and technical agencies, to enhance technical design and funding competitiveness.
8. Provide strategic leadership to the Institutional Funding team, fostering a high-performing and collaborative culture.
9. Ensure compliance. management, reporting, and risk mitigation across the institutional funding portfolio throughout the lifecycle of the grant.
10. Ensure strong donor engagement and stewardship
11. Other tasks as requested by your manager

Our Capabilities:

As a member of The Foundation Family you will:

1. Live by the values of The Foundation and support The Foundation's culture, performance and brand.
2. Adhere to all The Foundation's policies and procedures.
3. Strengthen the health, safety and well-being of all/look out for the well-being.
4. Lead, collaborate and contribute in all interactions.



Essential Experience:

- Extensive knowledge of eye health and the eye health sector, including knowledge of funding, institutional and sector agencies.
- Extensive experience in working with government and other funders to secure new funding for eye health
- Experience in working with program development, country office staff, marketing teams, and relationship managers on sales and government relations strategies.
- Experience in shaping and implementing effective grant development programs to generate new revenue
- Extensive knowledge of market intelligence and sector trends across significant institutional funding sources, both public and private.
- Knowledge of the global challenges of health service provision and broader development practices

Skills:

- High level strategic skills and ability to translate strategy into project and work plans
- Ability to deliver high level strategic insights, derived from extensive market intelligence and feedback
- High level stakeholder management skills and ability to deliver for multiple clients
- Ability to lead teams and deploy high level negotiation skills
- High level oral and written communication skills and ability to deploy these skills to analysis of new funding opportunities and grant processes

Desirable Experience:

- Eg. Experience in international development & NFP sector.

- Ability to represent and advocate at events, conferences, meetings and other public forums
- Initiative, flexibility and demonstrated drive to achieve results

Qualifications:

Tertiary qualification in relevant field

Travel:

International & Domestic

This role purpose defines the broad accountabilities of the positions, which may change based on organisational need. Please refer to the divisional, team and individual work plans for more specific details

The position involves:

This position is recognised as having “Contact with Children” either direct or indirect
This position does not involve “Working with Children” either direct or indirect.

Additional Responsibility:

Ensure that the work for which they are responsible is carried out in ways, which safeguard the health and safety of workers.

To work in The Foundation, you will:

- Be eligible to work in Australia and other regions where you will be based
- Undergo background check including criminal records and qualifications check
- Undergo working with children check for positions that are identified as working with children