



Vacancy Announcement

Resource Mobilization & Financial Specialist

Publication Date	04-05-2026
Application Closing Date	18-05-2026
Title	Resource Mobilization & Financial Specialist
Grade	NOC
Duration of Appointment	Duration: Three (3) years, renewable based on performance and organizational needs
Duty Station	International Solar Alliance (ISA) Headquarters, India (the ISA Secretariat in Gurgaon, or at the ISA's facility in Delhi, India or any other facility deemed necessary by the ISA.)
Expected Date of Joining	As soon as possible
Web-link	https://isa.int/career

We are at the cusp of creating history through steering the globe out of its fossil fuel dependency! Are you able demonstrate quality through an evidence-based analysis on institutional mechanisms for advancing development of markets for renewables? Then please read on...

ISA is looking for professionals with a 'Can do' attitude, who are skilled, proficient, and competent, can contribute, strive, thrive and excel with the organization.

1. Your New Organization

The International Solar Alliance (ISA) is an intergovernmental organization of 125 Member Countries working to accelerate the deployment of solar energy to achieve universal energy access, energy security, and a sustainable, low-carbon future. Co-founded by India and France under the Paris Agreement, ISA serves as a platform for cooperation among solar-rich nations to mobilize investments, build capacity, and promote innovation in solar energy deployment across the Global South. Its mission is to unlock solar investments by 2030, while reducing technology and financing costs. Through initiatives across agriculture, health, transport, and power generation, ISA Member Countries are driving change by shaping policies, sharing best practices, setting standards, and mobilising investments.

2. Your New Role

The Resource Mobilization & Financial Specialist will drive ISA's complete donor lifecycle management – from identification, to fundraising, to communication, to reporting – covering all donors sources, including, but not limited to philanthropies, sovereigns, Multilateral Development Banks (MDBs), International Organizations, and corporates. This role blends strategic donor engagement with programmatic coordination, and ensures funds are mobilized and disbursed effectively. The Specialist will work cross-functionally within ISA



(particularly with finance, and programming teams) and externally with funders and partners to achieve ISA's resource mobilization targets.

3. Your Broader Scope of Work (including but not limited to)

1. Resource Mobilization Strategy Execution & Donor Engagement

- **Fundraising execution**

Execute a robust resource mobilization strategy targeting philanthropic foundations, donor governments, corporate donors, and climate finance institutions, aligned with ISA's global priorities. This includes identifying and mapping potential funding sources.

- **Donor Cultivation**

Cultivate and maintain trust-based relationships with current and prospective donors in the climate and energy sector. The Specialist will engage stakeholders through regular bilateral meetings, networking at relevant forums, and strategic outreach events to expand ISA's donor base. Building a broad coalition of support among private philanthropies, multilateral funds, and government aid agencies is expected.

- **Proposal & Concept Note Development**

Lead the creation of high-quality concept notes, grant proposals, and pitch decks that persuasively articulate ISA's initiatives (with a focus on GSF programs in Africa/Asia) and funding needs. This involves coordinating with technical program teams to gather data and impact projections, and tailoring proposals to donor priorities. Each proposal should clearly outline the expected impact (both climate and social benefits) and how donor funds will be leveraged or blended to achieve ISA's goals.

- **Donor Engagement Materials**

In collaboration with ISA's communications team, develop customized outreach materials for donors – including impact stories, case studies from ISA's work, and marketing collateral – to demonstrate ISA's results and vision in a compelling manner. Ensure consistency of messaging that highlights ISA's unique value proposition in accelerating solar energy access.

- **Expand Partnerships**

Broaden ISA's funding network by exploring innovative partnerships, for example with ultra-high-net-worth philanthropists, donor-advised funds, and climate-aligned corporate CSR programs. The Specialist will serve as a representative of ISA in high-level donor interactions, effectively communicating ISA's mission and the strategic impact of contributions.

2. Funds Deployment & Coordination

Once donors commit funds to ISA, coordinate the disbursement of funds to selected projects. This involves working with counterparts on all sides – the donor, the program Officer, ISA delivery Units and the ISA finance team – to make sure funding agreements are in place and funds flow according to schedule. The Specialist will monitor that conditions precedent is met by projects before disbursements and troubleshoot any bottlenecks.

3. Donor Communication, Reporting & Stewardship

- **Donor Stewardship**

Serve as the primary point of contact for philanthropic donors regarding ISA's programs under the Resource Mobilization Unit. Provide responsive, professional engagement to donor inquiries and foster long-term partnerships through regular check-ins and recognition of donor contributions. The Specialist will maintain a relationship map and CRM records of all donor interactions to inform engagement strategies.

- **Financial & Impact Reporting**

Ensure **transparent, timely, and high-quality reporting** to all funding partners. This includes preparing periodic progress reports, financial statements of grant utilization, and impact reports that measure outcomes against targets for projects funded by donors. The Specialist must institute a schedule of donor updates (quarterly, annual reports, etc.) and coordinate with M&E colleagues to gather data on results. Clear, data-driven reports will **hold ISA accountable for the use of donor funds and demonstrate impact**, in line with best practices of donor stewardship.

- **Continuous Communication**

Implement a system of continuous communication with donors throughout the project lifecycle, not just at reporting intervals. This may involve brief email updates, informal newsletters, or interim calls to share milestones and successes, thereby keeping donors engaged and informed. By proactively communicating challenges and achievements, the Specialist will build confidence that ISA is a transparent and effective partner.

- **Addressing Donor Requirements**

Tailor communication to meet specific donor requirements or formats. Ensure donor feedback is incorporated to improve satisfaction. The goal is to avoid any lapses that could lead to donor dissatisfaction, as timely and accurate reporting is crucial for donor retention.

- **Grant Compliance**

Work with ISA's finance and legal teams to monitor that all expenditures of donor funds are in compliance with the grant agreements. The Specialist will help track deliverables and conditions tied to funding and ensure ISA fulfills all obligations, reporting any significant variances with explanation.

- **Impact Storytelling**

In coordination with the communications unit, distill technical results into compelling **impact stories** or human-interest case studies for donor audiences. This can be used in annual reports or donor stewardship meetings to illustrate the real-world changes enabled by their support (for example, a story of a community getting electricity via solar through an ASF-funded project). Such storytelling helps reinforce the value of continued funding.

4. Facilitation of knowledge building and knowledge sharing

Organize /conduct training for ISA Staff on resource mobilization and synthesis of lessons learned and best practices in resource mobilization and financial instruments. The Specialist will provide regular, relevant contributions to knowledge networks and communities of practice & ISA's advocacy efforts on issues related to resource mobilization.

4. What You Will Need to Succeed

To fulfill this multifaceted role, the ideal candidate should possess a combination of fundraising acumen, deep connections in the international donor community, partnership development experience, and program coordination skills, as outlined below.

1. Education

Advanced tier-1 university degree (Master's or equivalent) in a relevant field such as Business Administration, International Development, Finance, Environmental Policy, or related discipline. A background or coursework in **climate finance or energy** is a plus. (A first-level university degree with additional relevant experience may be accepted in lieu of an advanced degree.)

2. Experience

At least 8-10 years of professional experience in resource mobilization, fundraising, or partnerships, preferably in an international organization, development finance institution, or large NGO context. Experience should include *developing and writing successful grant*

proposals, managing donor relationships, and securing significant funding from philanthropic or public donors. Prior exposure to climate change, renewable energy, or infrastructure financing initiatives (such as working with climate funds, multilateral development banks, or impact investors) will be highly advantageous.

5. Core Competencies

1. Technical Skills:

- **Fundraising & Donor Relations:** Proven track record of mobilizing resources. Strong ability to identify donor alignment and craft compelling value propositions. Familiarity with the major players in climate and energy philanthropy and aid is desired.
 - **Communication:** Outstanding written and oral communication skills in English, with the ability to produce high-quality written proposals and presentations under tight deadlines. The candidate must be adept at storytelling with data – translating complex program information into clear, persuasive narratives for diverse audiences. Fluency in French (or other languages prevalent in ISA member countries) is an asset but not mandatory, given ISA’s global engagement.
 - **Analytical & Organizational Skills:** Excellent analytical abilities to understand complex programmatic concepts & financial models and distill them for donor communications. Strong organizational and project management skills are required to juggle multiple work streams (fundraising pipeline, reporting, facility setup) and deliver results on schedule. Attention to detail is critical, especially for ensuring accuracy in financial reporting and legal documents.
 - **Partnership & Stakeholder Management:** Demonstrated ability to engage with senior stakeholders and decision-makers – from government officials and CEOs to foundation program officers – with professionalism and diplomacy. The candidate should be comfortable facilitating meetings, speaking at events, and building consensus among diverse partners. Networking skills and the ability to cultivate a wide range of contacts in the climate finance and development community will be key.
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- **Coordination & Collaboration:** Experience in cross-functional teamwork, especially coordinating technical and non-technical teams. The Specialist must be able to work closely with legal, financial, and technical experts and understand their inputs to integrate into fundraising efforts. An ability to “speak the language” of finance and legal terms (for example, understanding basics of guarantees, fund structures, or term sheets) will enable effective coordination with specialists in those areas.
 - **MS Office:** Strong skills in MS Office (Word, PowerPoint, Excel) for preparing documents and analyzing data.

2. Soft Skills:

- **Technology-first attitude:** Proactive in using the latest technology tools to bring in efficiency in day-to-day operations and develop digital platforms for transparent and timely donor reporting.
- **Entrepreneurial Mindset:** A proactive, self-starter attitude with the ability to work independently and drive initiatives with minimal supervision. The role requires someone who is resourceful in overcoming obstacles, identifies opportunities on the horizon, and adapts creatively to evolving circumstances in the funding landscape.
- **Team Player:** Excellent interpersonal skills with a collaborative approach. The Specialist will be part of a small, agile team and must contribute to a positive team environment, supporting colleagues and sharing knowledge. Given the cross-cutting nature of the work, the candidate should excel in balancing the needs of multiple stakeholders and units and be adept at building internal consensus.
- **Cultural Sensitivity:** Experience working in multicultural environments and an ability to communicate effectively with partners from different regions (especially in Africa and Asia). A respectful understanding of regional contexts will help in tailoring engagement.
- **Passion for Mission:** A strong commitment to ISA's mission of promoting solar energy deployment globally. The ideal candidate is motivated not just by fundraising targets but by the impactful outcomes those funds enable – like energy access for underserved communities and climate change mitigation. This sense of purpose will drive authentic engagement with donors and stakeholders.

By bringing the above skills and experiences, the Resource Mobilization & Financial Specialist will be well-equipped to significantly boost ISA's fundraising capacity, thereby contributing to ISA's mandate of mobilizing resources for a global solar transition. The Specialist is expected to hit the ground running and deliver on this ambitious portfolio, becoming a linchpin in ISA's growth at a critical juncture.

6. Your Place of Work

This position will be based at the ISA Headquarters, Delhi/Gurgaon, India, with international travel as required.

7. Your Pay and Benefits

ISA offers a competitive remuneration package based on the UN Common System, commensurate with experience and qualifications. Benefits include health insurance, pension contributions, and leave entitlements as per ISA Staff Regulations and Rules.

ISA values diversity, equity, and inclusion, and provides equal employment opportunities to all qualified candidates from its Member Countries.

At ISA, we value a diverse, inclusive workforce and provide an equal employment opportunity for all our employees and applicants. We will consider all qualified applicants without regarding an individual's race, color, gender/gender expression/orientation, and religion.



ISA seeks to obtain and retain a staff reflecting its geographical representation and diversity and as such, primarily prefers and recruits staff from its member countries.

ISA maintains a retirement age of 65 years.

For more details about our policies and practices you can refer to our website [International Solar Alliance \(isa.int\)](http://InternationalSolarAlliance.org)

Please apply in confidence by email to: recruitment@isa.int

Your application should include a cover letter of no more than 2 pages and your detailed CV. Do also enclose your highest education certificate along with the application.

* <https://info.undp.org/gssu/onlinetools/SalCalcLocal/SalCalcLocal.aspx>

*Please note that only candidates under serious consideration will be contacted for an interview and will receive notice of the outcome of the selection process. ISA retains the right to cancel the selection process if it is determined in the best interest of the Organization.

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