

ASMO



Afghan Social Marketing Organization

مؤسسه بازاریابی اجتماعی افغان / د افغان ټولینزې بازار موندنې مؤسسه

Position Title: Fund Raising/Business Development Consultant (Health Programs)

20 May 2026

Job Location	Kabul
Nationality	National
Category	Business Development Health Care
Employment Type	Part Time
Salary	As per the organization salary scale
Vacancy Number	ASMO-BDC-02-26
No. Of Jobs	1
City	Kabul
Organization	ASMO
Years of Experience	Minimum 10 years of experience
Contract Duration	One Year
Gender	Male/Female
Education	Bachelor's degree in Medicine, Public Health, Health Sciences, Master's degree is highly preferred.
Close date	2026-06-10

About ASMO:

Afghan Social Marketing Organization (ASMO) is a social marketing and behavioral change communication organization established in August 2008. ASMO is a free-standing, not-for-profit Afghan organization that aims to create positive health outcomes by giving Afghan households the information they need to make informed and healthy choices and expanding access to high-quality health products through commercial markets. From its inception to date, ASMO has successfully implemented multimillion-dollar projects in Afghanistan through sub-awards sponsored by USAID, focusing on improving maternal and child health outcomes through the private sector.

Job Description:

Under the supervision of the Executive Director, the Fund Raising/Business Development Consultant will lead ASMO's **resource mobilization, grant acquisition, and partnership development** for health related programs including reproductive health, nutrition, WASH, and social marketing programs. The Fund Raising/Business Development Consultant will focus on **proposal development, concept notes development, donor engagement, compliance, and strategic positioning** with institutional and private sector donors.

Working closely with technical, finance, MEAL, operations, and field teams, the Fund Raising/Business Development Consultant ensures the **high-quality design, implementation, and reporting** of programs in line with **donor requirements, international humanitarian standards, and ASMO policies**. The role also requires proactive engagement with donors, government entities, partners, and support offices to **strengthen ASMO's reputation, secure sustainable funding, and expand program reach**.

Job Requirements:

Key Responsibilities

1. Grants Acquisition and Proposal Design

- Lead and support the development of **concept notes, proposals, and funding applications** for Health sector including Reproductive Health, Nutrition, WASH, and social marketing programs.
- Collaborate with **technical, finance, and MEAL teams** to ensure proposals are evidence-based, realistic, and aligned with donor priorities.
- Engage with **institutional donors, UN agencies, & private sector partners**, to identify funding opportunities.
- Monitor funding pipelines to **identify potential gaps**, ensure continuity of programs, and support strategic funding transitions.
- Assist the **Go/No-Go process** for new funding opportunities, ensuring alignment with organizational priorities
- Coordinate resources with internal teams and external partners to maximize technical and financial support.
- Contribute to **strategic positioning of ASMO** with donors to increase visibility and funding likelihood.

2. Grants Management and Donor Reporting

- Prepare and coordinate **high-quality monthly, quarterly, annual, and end-of-project reports**, including situational reports, newsletters, and other donor-required documentation.
- Ensure timely reporting in accordance with donor agreements, ASMO policies, & international standards.
- Monitor **program progress** against objectives, indicators, and non-financial grant requirements
- Support donor communications, site visits, and program updates.
- Facilitate grant **start-up & close-out meetings** and contribute to the **quarterly Grant Health Tracker**
- Maintain accurate records of funding agreements, budgets, and donor deliverables.

3. Quality Assurance, Compliance, and Information Management

- Ensure all proposals, reports, and documents meet **ASMO, donor, and international standards** (SPHERE, CHS, Red Cross Code of Conduct).
- Maintain and improve internal **grant management tools, trackers, and databases** for efficient monitoring, reporting, and audit readiness.
- Promote organizational understanding and consistent use of ASMO processes across all relevant teams.
- Conduct **internal compliance checks** and ensure audit readiness for all donor-funded projects.

- Ensure program designs, reporting, monitoring align with **int'l humanitarian/public health standards**

4. **Partnership Development and External Relations**

- Build and sustain **strong relationships with donors, government entities, and strategic partners.**
- Identify potential **local and international partners** for consortiums/collaborative grant opportunities.
- Support capacity building of the team/ partners in **proposal development, donor compliance, and reporting.**
- Represent ASMO externally in donor meetings & strategic engagements, as guided by the Executive Director
- Ensure all partnerships and collaborations align with **ASMO's principles, ethical standards, and organizational strategies.**

5. **Medical and Public Health Accountability**

- Apply medical and public health expertise to guide **program design, proposal development, and reporting.**
- Ensure integration of **family planning, nutrition, WASH, & social marketing** in all program activities
- Promote **community engagement and accountability**, including awareness sessions on feedback mechanisms, distribution of CFM cards, and field visits.
- Actively participate in **AAP (Accountability to Affected Populations) and safeguarding trainings** and incorporate learnings into program implementation.
- Collaborate with **donors, international NGOs, UN agencies** to implement **innovative & lifesaving initiatives**
- Contribute to the **expansion of ASMO's mission**, improving health outcomes and access to essential health products and services in Afghanistan.
- Support professional growth in **business development, grant management, and strategic program leadership** through hands-on leadership in high-impact programs.

Technical Skills

- Excellent knowledge of **grant management, proposal development, donor reporting, and compliance.**
- Proficiency in **MS Office, grant tracking systems, and reporting tools.**
- Strong understanding of **Health, Family Planning, Nutrition, WASH, and social marketing program design.**

Soft Skills

- Excellent written and verbal communication skills in **English**; Dari and/or Pashto is an asset.
- Strong interpersonal, negotiation, and coordination skills.
- Self-motivated, adaptable, and able to work under pressure with minimal supervision.
- Culturally sensitive, resilient, and flexible in challenging environments.
- Commitment to **ethical standards, accountability, and high-quality results.**

Travel and Work Environment

- Up to 10% travel to program and field sites across Afghanistan as required.
- Ability to operate effectively in **resource-constrained, remote, and high-pressure environments.**
- Willingness to participate in **medical programs compliance training** as required.

Educational Qualifications

- Bachelor's degree in Medicine, Public Health, Health Sciences, from a well-recognized institution.

- Master's degree in Public Health, Health Policy, or related field is highly preferred.

Submission Guideline:

Interested candidates should submit their resume along with a cover letter to the Human Resource Department of the Afghan Social Marketing Organization (ASMO). The subject line must be (ASMO-BDC-02-26) otherwise the application will NOT be considered. No resume will be taken under consideration without having the position title and vacancy number in the subject line of the email. Please note that applications received after the closing date will not be considered. Female applicants are highly encouraged to apply.

Submission Email:

hr@asmo.org.af