



RFP for Proposal Recruitment Consultant

About Heifer International

In 1944, Heifer International's (HI) founder, Dan West, began outlining a simple but groundbreaking plan to tackle hunger around the world. West, a farmer from the Midwest and Church of the Brethren member, had recently returned from feeding weary refugees during volunteer service in the Spanish Civil War.

He had seen firsthand that giving people food was a short-term solution, whereas providing them with animals offered a steady supply of nutritious food for an entire family.

His philosophy still inspires Heifer's work today. Partnering with farmers across a range of different livestock and crops, we create unique solutions to local challenges.

Today, Heifer International has operations in 21 countries around the world, working alongside local farmers, business owners and their communities, as they mobilize and envision their futures. Together, we build inclusive, resilient economies, so communities can develop effective ways to end global hunger and poverty in a sustainable way.

To date, we have supported more than 36 million farming families across Africa, Asia and the Americas and in the past five years alone, we have worked alongside 2.7 million families to close the living income gap or set them on a path to doing so. Between now and 2030, we will support an additional 10 million people to reach a living income by scaling up our signature programs. To achieve this, Heifer International relies on its passionate, committed and highly skilled staff.

About the Consultancy

1. Introduction and Background

Since 2010, Heifer has made continuous strategic progress in working to support smallholder farmers to overcome hunger and poverty. This progress has included iterations of strategy in order to meet emerging needs and contexts of smallholder farmers in areas where Heifer works and to capitalize on changes in the funding and financing landscape in support of Heifer's mission.

Heifer executive leadership and Board of Directors are currently working to clarify Heifer's strategy framework to confirm Heifer's goal, strategic objectives, and principles of engagement. The strategy framework will provide a focal point to leverage and to align organizational assets, strategies, and operations.

The strategy framework was approved by Heifer's Board of Directors in June 2021.



2. Identified Need

In support of Heifer's strategy, goals, and stated aspirations, the Global Talent Acquisition Team is in need of proposal recruitment support to fill vacancies in our competitive bids and proposals to USAID and USDA, for at least 4 weeks on a part-time basis (2~3 days a week), and it is subject to extension.

We are open to consultant candidates located anywhere in the world with the right skills and experiences.

3. Consultant Specific Responsibilities/Services to be Provided

Under the direction of the Global Talent Acquisition Operations Lead, the Recruitment Consultant will

- Manage recruiting for exciting institutional bids and proposals, creating innovative sourcing strategies/plans, and engagement to bring the best talent to each role
- Establish a strong rapport with diverse hiring managers and program/project stakeholders to identify potential program staff domestically and internationally – key personnel and core staff
- Assist with job description development, proactively source candidates, review applications and assesses candidate's expertise and qualifications against established criteria
- Positively drive offer process in collaboration with the Global Talent Acquisition Team - including checking references, extending great offers, negotiations, closing candidates, and generating offer letters
- Help build and develop Heifer International's talent pipelines
- Have a good sense of cross-cultural sensitivity, knowledge of and ability to work with people of diverse backgrounds

4. Expectations from Heifer

Heifer will provide consultant with necessary recruitment training, system access and background information of open requisitions. Heifer will provide staff to collaborate with consultant in building proposal recruitment capacity and ensuring appropriate fit and readiness for the Heifer organization.

5. Skills and Experience Required

- Bachelor's Degree in Human Resources, Business, International Business, or related field
- Previous experience with USAID, (ex DFID), Private Foundations and/or NGO project and proposal recruitment with expertise in negotiation within donor compensation and benefits structures
- A minimum of six (6) years full life cycle recruitment and sourcing experience both domestically and internationally



- Experience of the international development sector and / or project management related sectors or working to government clients
- Experience with building and utilizing a variety of sourcing plans and tools, including proactive phone and internet research
- Experience managing and prioritizing multiple searches, projects, and client relationships
- Demonstrated ability to meet tight deadlines and work in a fast paced, rapidly changing environment
- Proficiency with recruiting and people-related tools and systems, including Applicant Tracking Systems (ATS), resume databases, internet sourcing tools, complex spreadsheets, MS Office applications, and other related platforms
- Fluency in English (both oral and written communication)

6. How to Apply

Visit [Procurement and Contracting Services](#) for additional information about Heifer Project International. This opportunity will close on June 10, 2022. **Please submit a resume or CV to RFP@heifer.org with subject line: Proposal Recruitment Consultant.**